

**HUMAN SERVICES ADVISORY COMMISSION  
MEETING MINUTES  
October 15th, 2025  
6:30 – 8:30 p.m.  
Virtual Meeting via Cisco Webex**

**Members Present:**

Ricky Mui, Chair, At Large Member  
Deborah Moore, Consumer Member  
Sarah Basehart Caregiver Member  
Nancy Sushinsky, At-Large Member  
Scott Mengebier, At-Large Member

Jessica Peterson, Consumer Member  
Reema Greugel, Caregiver Member  
Nirmal Ravi, At-Large Member  
William (Bill) McGugan

**Members Absent:**

Councilmember Marissa Valeri  
Stacey Gold, Caregiver Member

**Mayor and Council Liaison in attendance:**

**Staff Present:** Elssa Kenfack, Community Services Manager

**Community Members Present:**

**Guests/Presenters in Attendance:** None

**RE: Call Meeting to Order**

Meeting was called to order at 6:33 pm by Ricky Mui, Chair.

- Mr. Mui welcomed all the members to the meeting and thanked everyone for being a part of the committee
- Mr Mui also asked for check in from commission members to see if they had any updates or things to share for the group.

**RE: Community Forum**

- Mr. Mui asked if any members had any insights or thoughts from the community. The members had nothing to share.
- Mr. Mui reminded everyone that they can contribute to the upcoming grants cycle by being a part of the panel.
  - Ms. Deborah shared that she would like to be part of the panel but is unable to because she is a recipient of services. Mr. Mui shared that if he is selected he would try to share her thoughts in the panel.

**RE: Approval of Minutes**

- Mrs. Moore made a motion to approve the minutes
  - One second Nancy Sushinky from to approve the minutes at 6:38PM
  - **10/15/2025 Minutes were approved unanimously.**

**RE: Commission Leader Updates**

- Mr. Mui shared that he has been doing his best to attend various activities for outreach and learning purposed. His hope is to see how the commission can get more involved.

**RE: Community Services and HCD Vacancy Report**

- Ms. Kenfack presented details on all of the areas within HCD.

**RE: COR Needs Assessment Recommendations (presentation by Sarah**

**Basehart)**

**Discussing the Human Services Advisory Commission Annual Report**

Ms. Basehart presented on challenges that were identified within the Report and potential solutions in a more succinct version to allow the commission to provide feedback.

**Feedback from Commission**

- Mr. McGugan asked if someone from Avery House or a resource from the county could come to talk about their experiences
  - Mr. Mui suggested bringing a panel to a future meeting to see how different organizations serve the community
  - Mr. McGugan emphasized having the group come in to discuss resources or services that the community or the commission is *not* familiar with
- Mr. Mengebier stated that Ms. Basehart/s presentation was well done and noted that a lot of the recommendations were focused on collaboration and coordination between the city and county
  - He suggested reaching out and communicating with the county counterparts or there a specific counterpart body that we can reach out to/connect to?
  - He expressed wanting to be connected with county partners that are focused on volunteers and engaging the community and better understanding the historical nature on the city’s perspective on engaging county counterparts
- Mr. Mengebier challenged the group to think about what the HSAC’s “value add” would be and then focusing on promoting that (ie. Mobilizing the city)
  - Mrs. Sushinky provided feedback on her history with working with the county while at Rainbow Place. She stated that the county would often be on board in the beginning, but nothing would change when it came to action.
  - She identified that working with Nonprofit Montgomery was a great way that they were able to get more of the ear from the County
  - She stated that she is currently trying to get an appointment with county council and it has been challenging though she identifies that it is very important to continue to try to connect with the County.

- Mrs. Moore reminded the group that the value add may be the commission's ability to steer how dollars are spent within the city.
- Mrs. Gruegel stated that it might be helpful to collaborate with Nonprofit Montgomery in order to get in front of county council
  - She also asked if the Needs Assessment will be used for anyone who will be on the FY27 panel review
    - ACTION: Ms. Kenfack to ask the Collective Impact Manager to have this be something that we require
  - Ms. Basehart shared insights on her interaction and engagement with Nonprofit Montgomery as an organization
    - She suggested inviting the Board of Social Services to learn more about what they do.
    - She highlighted that there is a disconnect within the county and city collaboration
  - Mr. Mengebier asked Ms. Kenfack to identify if there has been a successful collaboration between the city and the county that we can point to. Offers the city to identify a priority that they can get help with and see if this is something that they can do again
    - ACTION: Ms. Kenfack to inquire about past collaboration between the city and the county.
  - Mr. Mui stated that because this is a Rockville specific assessment other cities may not be interested in engaging as it doesn't reflect the perspective of their municipalities.
- Mr. Mui asked Dr. Ravi and Dr. Peterson to share their feedback.
  - Dr. Ravi and Dr. Peterson stated that they don't have anything to add from a clinical perspective.
  - Dr. Peterson shared some feedback on some policy challenges that will increase due to less access to transportation and telehealth visits not being covered. She clarified that she still thinks housing is the biggest need.
- Mr. Mui shared about the Montgomery Goes Purple forum and asked if there is an issue the community is seeing with being competitive for grants.
  - Ms. Basehart stated that grant applications welcome collaboration though there is still a scramble as nonprofits go after similar resources
    - She stated that there is even more collaboration. Mrs. Sushinsky agreed with this.
- Ms. Basehart highlights encouraging the city to focus on health care coordination.
  - She suggested Ms. Kenfack to talk about how systems are complicated when it comes to accessing health care services
- Mr. Mui suggested doing a one pager that highlights the biggest needs from the assessments (ie what they learned) for the panel to look at and he asked about if organizations get less or more when they state that they are working together
  - Mrs. Gruegel talked about her experience with being on the panel
  - Mr. Mui made a motion to make a one-pager document
    - Ms. Basehart cautioned against creating another document as the report was already created and presented on.
    - Dr. Peterson moved to keep the document as it is

- Ms. Moore seconded the motion.
- This was voted on unanimously.
- Can we ask which changes have been made from the Needs Assessment?
  - ACTION: Ms. Kenfack to ask the department
- Ms. Sushsinsky highlighted that the needs will not be solved in one grant cycle but they should continue to advocate for all of the needs outside of the grant cycle
- Ms. Basehart suggested pulling the priorities within the report to propose it to be in the next RFP cycle.
- Ms. Moore asked if the Mayor and Council have put dates and timelines on the priorities and issues to be addressed and gave feedback on the importance of seeing the work the commission does as “on-going”
- Ms. Basehart stated that the commission can draft language to support the department in drafting the RFP. She highlighted how needs are consistently changing.
  - Dr. Peterson reminded everyone that the commission is a recommendation body and that there should not do anything that infringes upon those who may be applying for grants.

**RE: Other Items**

- Mrs. Greugel has reached out to Friendship Benches and is looking forward to potentially having them in to the group
- Mr. Mengebier stated that he would share the contact for 211 with Mr. Greugel
- Mr. Mui asked if the commission would be open to a panel
  - Commission members stated that they would not be opposed to a panel or individual speaker
- Mr. Mui shared about Tree of Hope and asked if this was something that people would be interested in having join
  - No commentary was given.
- Mr. McGugan shared that the PITT count is coming up in January. He suggested this being something that can get shared.
- Mr. Mui asked if the commission can post events to Rockville Reports
  - ACTION: Ms. Kenfack to check in on if the commission can submit things to Rockville Reports

**RE: Agenda items for next meeting, November 19<sup>th</sup>, 2025**

- Ms. Kenfack shared that the Collective Impact Manager will be joining the next meeting in November
- Mr. Mui asked for details about the grant review cycle
  - Commission members provided clarity on dates and next steps
- Mrs. Moore made the first motion to adjourn the meeting, Mrs. Gruegel seconded the motion.
  - **Passed unanimously.**
- Usual report items: forum, minutes, introduction to the Collective Impact Manager  
Community/DHCD presentation: either 211 or Friendship Benches

**RE: Adjourn – at 8:11pm**