



# City of Sunnyvale

## Meeting Minutes - Draft

### Housing and Human Services Commission

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Wednesday, September 19, 2018

7:00 PM

West Conference Room, City Hall, 456 W.  
Olive Ave., Sunnyvale, CA 94086

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#### Special Meeting

#### **CALL TO ORDER**

Chair Gilbert called the meeting to order at 7:04 p.m.

#### **SALUTE TO THE FLAG**

Chair Gilbert led the salute to the flag.

#### **ROLL CALL**

**Present:** 4 - Chair Diana Gilbert  
Vice Chair Joshua Grossman  
Commissioner Ken Hiremath  
Commissioner Elinor Stetson  
**Absent:** 2 - Commissioner Patti Evans  
Commissioner Minjung Kwok

**Council Liaison Nancy Smith (absent)**

#### **ORAL COMMUNICATIONS**

None.

#### **CONSENT CALENDAR**

**1.A**     [18-0743](#)     Approve the Housing and Human Services Commission  
Meeting Minutes of August 22, 2018

MOTION: Commissioner Stetson moved and Commissioner Hiremath seconded the motion to approve the Housing and Human Services Commission Minutes of August 22, 2018 as submitted.

The motion carried by the following vote:

**Yes:** 4 - Chair Gilbert  
Vice Chair Grossman  
Commissioner Hiremath  
Commissioner Stetson

**No:** 0

**Absent:** 2 - Commissioner Evans  
Commissioner Kwok

**PUBLIC HEARINGS/GENERAL BUSINESS**

**2**      [18-0747](#)      Review of 2017-18 Consolidated Annual Performance  
Evaluation Report (CAPER)

Director of Community Development, Trudi Ryan, introduced Housing Programs Analyst, Joseph Shin, who provided the staff report.

Chair Gilbert noted that there were no speakers present, and opened and closed the public hearing at 7:22 p.m.

After questions of staff and brief discussion, Chair Gilbert asked for a motion.

MOTION: Vice Chair Grossman moved and Commissioner Stetson seconded the motion to approve Alternative 1: Approve the draft CAPER as presented in Attachment 1 of the staff report, with some minor clarifications that were noted during discussion.

The motion carried by the following vote:

**Yes:** 4 - Chair Gilbert  
Vice Chair Grossman  
Commissioner Hiremath  
Commissioner Stetson

**No:** 0

**Absent:** 2 - Commissioner Evans  
Commissioner Kwok

**3**      [18-0744](#)      Annual Review of the City Code of Ethics and Conduct

Director Ryan noted that this item is a regular annual reminder to review the Code of Ethics and Conduct, and noted that no formal action is needed by the

Commissioners unless they would like to ask for clarification or suggest any changes to the code.

There were no questions, comments or suggestions on this item.

**STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

[18-0748](#) Propose and/or review new Study Issues and Budget Issues

None.

**NON-AGENDA ITEMS & COMMENTS**

**-Commissioner Comments**

None.

**-Staff Comments**

Director Ryan provided an update on the Housing Officer recruitment.

**ADJOURNMENT**

Chair Gilbert adjourned the meeting at 7:27 p.m.