

**WASHINGTON STATE HUMAN RIGHTS COMMISSION
COMMISSION MEETING MINUTES
FEBRUARY 22, 2024, AT 9:30AM
CONFERENCE CALL**

ATTENDANCE:

- **Commissioners:** Jeff Sbaih, Chair; Chelsea Dimas*; Guadalupe Gamboa; Luc Jasmin; and Han Tran
- **Staff:** Andreta Armstrong, Executive Director; Kristin Lamson, Assistant Attorney General; Jerry Lee, Operations Manager; Jim Owens, Fair Housing Manager; Deborah Gonzales, Administrative Services Manager; Sonja Craddock, Customer Service Manager; and Alison Riffer, Commission Clerk.

*In attendance, arriving after roll call.

OPENING AND WELCOME: The meeting was called to order by Chair Sbaih at 9:35AM.

MEETING MINUTES: Commissioner Gamboa moved to approve the January 25, 2024, regular and special meeting minutes. Commissioner Jasmin seconded the motion. There was no discussion. There were no objections made and the motion was adopted.

CASE CLOSURES: Commissioner Gamboa moved to approve the case closures. Commissioner Jasmin seconded the motion. There was no discussion.

There were no objections made and the motion was adopted.

EXECUTIVE DIRECTOR REPORTING:

- Director Armstrong announced the new Customer Service Manager position has been filled by Sonja Craddock, as of February 1, 2024.
- Director Armstrong initiated a discussion on meeting start times. Commissioner Tran moved to change the regular meeting start time from 9:30am to 10:00am, beginning with the April 25th meeting. Commissioner Gamboa seconded the motion. There was no further discussion.

There were no objections made and the motion was adopted.

- Director Armstrong reported that interviews for the open Assistant Director position will be held over the next two-three weeks and requested that any Commissioners interested in being involved in the interview process reach out to her directly.

COMMISSIONER REPORTING:

- Commissioner Dimas has been invited by the United Farm Workers union to attend a Cesar Chavez Day event in Sunnyside, WA.
- Commissioner Gamboa attended the Goldmark Award Luncheon sponsored by the Legal Foundation of Washington.
- Commissioner Tran attended an event sponsored by the Muslim Association of Puget Sound, and the Washington Coalition for Peace and Justice's Advocacy Day in Olympia.

AAG UPDATE: No updates at this time.

PUBLIC COMMENT: None made.

ACTION ITEMS AND UPCOMING COMMISSION BUSINESS:

- Briefing topics: Director Armstrong and Assistant Attorney General Lamson will coordinate to schedule presentations on (1) agency processes pertaining to statements of deferred interest and (2) the rights and responsibilities of employers of farm workers who have particularly vulnerable employees due to gender and immigration status at the March 28th and/or April 25th meetings, dependent on availability from the AGO's Civil Rights Division.
- Outreach opportunities: Commissioners will (1) identify potential organizations and advocacy groups to partner with to discuss gaps, issues, and representation and (2) submit them to Director Armstrong to compile for consideration and assignments at the March 28th meeting and reporting at the April 25th meeting.
- Resolution drafting: Commissioners Tran and Sbaih will collaborate on language for the Commission's consideration at the March 28th meeting.

2024 COMMISSION MEETING SCHEDULE:

March 28, 2024, at 9:30AM	Via Conference Call
April 25, 2024, at 10:00AM	Via Conference Call
May 23, 2024, at 10:00AM	Via Conference Call
June 27, 2024, at 10:00AM	Via Conference Call
July 25, 2024, at 10:00AM	Via Conference Call
September 26, 2024, at 10:00AM	Via Conference Call
October 24, 2024, at 10:00AM	Via Conference Call
November TBD	Via Conference Call
December TBD	Via Conference Call

ADJOURN: There being no further business, the meeting adjourned at 10:34AM.

Respectfully submitted by,

Alison Riffer
Commission Clerk