

**WASHINGTON STATE HUMAN RIGHTS COMMISSION  
COMMISSION MEETING MINUTES  
NOVEMBER 18, 2021 AT 9:30AM  
CONFERENCE CALL**

**ATTENDANCE**

**Commissioners:** Deborah Cook, Guadalupe Gamboa, James Mohr, and Jeff Sbaih.

**Staff:** Sharon Ortiz, Executive Director; Cheryl Strobert, Deputy Director; Sharon James, Assistant Attorney General; Kristin Lamson, Assistant Attorney General; Selene Garcia, Customer Service Specialist 2; and Deborah Gonzales, Commission Clerk.

**OPENING AND WELCOME**

Chair Cook chaired the meeting and called the meeting to order at 9:30A.M.

**MEETING MINUTES**

The October 28, 2021 Minutes were reviewed and approved.

Commissioner Sbaih motioned to approve the minutes. Commissioner Mohr seconded the motion, and the motion was carried.

**CASE CLOSURES**

No cases were pulled this month.

Commissioner Mohr motioned to approve the cases for closure. Commissioner Gamboa seconded the motion, and the motion was carried.

**EXECUTIVE DIRECTOR'S REPORTING**

Director Ortiz briefly touched aspects of her written report that she had previously submitted to the Commissioners.

**RECRUITMENT FOR EXECUTIVE DIRECTOR**

Chair Cook announced there were 12 applications submitted for the position of Executive Director. Three of the applicants met the qualifications for the position, however, one applicant withdrew their application.

The Department of Enterprise Services (DES) recommended reviewing the additional applicants and to consider any relevant experience. Three more candidates were identified although they did not meet the technical qualifications, however, they did possess relevant experience that could be considered. All five were forwarded to the Commissioners for their review and consideration.

The Commissioners had previously ratified the recruitment deadline, extending it through the end of November at a previous Commission meeting, so applications may still be submitted.

Chair Cook proposed scheduling interviews during the December 16, 2021 Commission Meeting in Executive Session. If additional applications are received after today's review, they will be considered in the same way as during today's meeting. A separate session would need to be scheduled for those applicants.

Chair Cook requested a motion to ratify the review of the additional applicant's applications that should be considered for review.

Commissioner Sbaih motioned to ratify the review to include the applicants. Commissioner Gamboa seconded the motion, and the motion was carried.

### **EXECUTIVE SESSION**

The Commission moved into Executive Session to evaluate the qualifications of the applicants for public employment for the Executive Director position pursuant to RCW 42.30.110(g). It was anticipated that the executive session would last no more than 20 minutes and would reconvene in public session at 10:15AM.

Executive Session began at 9:55AM and ended at 10:15AM.

Upon returning from Executive Session, Chair Cook requested a motion to interview any or all of the five reviewed applications for the Executive Director position.

Commissioner Sbaih entered a motion to interview four of the five applicants:

1. David Carlson
2. Mitzi Bolaños Anderson
3. Martin Casey
4. RaShelle Davis

Commissioner Mohr seconded the motion for the four selected candidates, and the motion was carried.

### **2021 COMMISSION MEETING SCHEDULE**

December 16, 2021: Via Conference Call

### **ADJOURN**

There being no further business, the meeting adjourned at 10:22A.M.

Respectfully submitted by,  
Deborah Gonzales