

**WASHINGTON STATE HUMAN RIGHTS COMMISSION  
COMMISSION MEETING MINUTES  
OCTOBER 24, 2024, AT 10:00AM  
CONFERENCE CALL**

**ATTENDANCE:**

- **Commissioners:** Jeff Sbaih, Chair; Chelsea Dimas; Luc Jasmin; and Hân Trần
- **Staff:** Andreta Armstrong, Executive Director; Barbara Harris, Deputy Director; Patrick Myers, Assistant Attorney General; Jerry Lee, Operations Manager; Jim Owens, Fair Housing Manager; and Alison Riffer, Commission Clerk

**OPENING AND WELCOME:** The meeting was called to order by Chair Sbaih at 10:03AM.

**MEETING MINUTES:** Commissioner Trần moved to approve the September 26, 2024 meeting minutes. Commissioner Jasmin seconded the motion. There was no discussion.

There were no objections made and the motion was adopted.

**PUBLIC COMMENT:** None made.

**CASE CLOSURES:** Commissioner Trần moved to approve the case closures. Commissioner Dimas seconded the motion. There was no discussion.

There were no objections made and the motion to approve case closures was adopted.

**EXECUTIVE DIRECTOR REPORTING:** Director Armstrong reported that Sonja Craddock, Customer Service Manager, has been appointed to the Administrative Services Manager position; there are currently no other openings at this time.

**COMMISSIONER REPORTING:**  
Commissioner Trần reported on engagement activities.

Commissioner Dimas followed up on the resolution language approved September 26, 2024.

**AAG UPDATE:** None made.

**DRAFT POLICY ON STATEMENT OF INTEREST AND UVISAS:**

Director Armstrong briefed the Commission on the stakeholder feedback included in the revised language and clarified the administrative process. Commissioner Trần moved to approve the draft policy on statement of interest and UVisas. Commissioner Jasmin seconded the motion.

Commissioner Trần expressed their appreciation. Commissioner Jasmin had no concerns. Chair Sbaih requested a standing item on the agenda.

There was no further discussion. There were no objections made and the policy was approved.

**EXECUTIVE SESSION:** The Commission moved into Executive Session, to discuss employee performance, pursuant to RCW 42.30.1101(g). It was anticipated that the session would last until 10:45AM.

Executive Session started at 10:16AM. Open Session reconvened at 10:45AM. No actions were taken.

**NEW BUSINESS:** None brought forward.

**2024 COMMISSION MEETING SCHEDULE:**

**November – No Meeting Scheduled**

**December 19, 2024, at 10:00AM**

Via Conference Call

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**ADJOURN:** There being no further business, the meeting adjourned at 10:46AM.

Respectfully submitted by,

Alison Riffer  
Commission Clerk

DRAFT