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## City of Tacoma Neighborhood and Community Services Human Services Commission Minutes

747 Market Street, Room 243, Taçoma Washington 98402 May 8, 2019 6:00 PM

**Commissioners present:** Chair Clayton Rahn, Vice Chair Zach Dillon, Jason Grube, Lisa Keating, Cherielee Matthews, Elizabeth Pebley, Amanda Scott Thomas, Valentine Smith, Janet Thiessen (phone), and Naomi Wilson

**Commissioners absent:** Jovan Dumas (excused), Kelly McDonald (Excused), Lauren Angelo, Kashmir Gavronski, Dana Owens-Cheatham, Elizabeth Pebley

Staff Members present: Tiegan Tidball, Allyson Griffith, and Vicky McLaurin

1. Call to Order/Opening Remarks 6:00 pm – 6:05 pm Chair: Rahn Clayton

It was moved and seconded to adopt the Agenda as is with no changes

2. Review March and April Minutes 6:05 pm – 6: 15 pm Chair: Rahn Clayton

MOTION: Jason moved to approve March & April minutes, Valentine seconded – motion passed unanimously.

Zach provided prior Human Services Commissioner Training manuals to Tiegan to help develop a unified binder for future Human Services Commissioners.

Family Housing Network: Day Shelter
6:15 pm – 7:00 pm

Catholic Community Services: Alan Brown & Delmar Algee

Alan Brown and Delmar Algee from Catholic Community Services presented on the Family Housing Network Day Shelter.

Since coordinated entry system, Catholic Community Services has noticed that their normal shelter system (churches hosting families) has seen less success. Many churches have been less willing or able to host and clients have been not showing up to their shelters. They don't know if this is due to the success of the

coordinated entry system or something else. In response, they conducted a community needs assessment. Based on the results, they developed a new family day center that opened on February 4th.

They reviewed the data. The day shelter had a slow start, but they have seen it picking up recently. They saw a 37% increase in April. They have served a total of 76 families and 271 individuals since February 4th.

Commissioners asked questions about the hours of their day center, location of their building in relation to their clientele, the type of clientele they are seeing/serving, and the primary goals of their program. Community Services engaged in the conversation and noted that their program is still new and evolving especially since they are still not fully staffed. They are working with the Tacoma Ministerial Alliance to help get the word out to people of color.

4. Voting on Absences 7:00 pm - 7:20 pm Chair: Rahn Clayton

MOTION: Naomi moved to move agenda item 6 up to item 4. Lisa seconded. Motion passed unanimously.

Discussed prior attendance sheet. There are three commissioners that have not been seen or heard of in 2019: Kashmir Gavronski, Dana Owens-Cheatham, and Lauren Angelo.

MOTION: Naomi moved to recommend to council that Kashmir Gavronski be removed from the commission. Cherrielee seconded. No additional discussion. Motion passed unanimously.

MOTION: Naomi moved to recommend to council that Dana Owens-Cheatham be removed from the commission. Jason seconded. No additional discussion. Motion passed unanimously.

MOTION: Naomi moved to recommend to council that Lauren Angelo be removed from the commission. Jason seconded. No additional discussion. Motion passed unanimously.

MOTION: Amanda Scott-Thomas moved to change her April absence to excused since she wasn't properly notified of the meeting. Lisa seconded the motion. No further discussion. Motion passed unanimously.

MOTION: Naomi moved to excuse the absence of Jovan Dumas and Kelly McDonald based on prior notification. Jason seconded. No further discussion. Motion passed unanimously.

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5. Funding Cycle Tentative Schedule 7:20 pm – 7:40 pm

Systems Analyst: Tiegan Tidball

Tiegan provided the tentative funding cycle schedule

Zach noted that he is unavailable for the current oral presentations on the CDBG/ESG application process due to family vacation out of state. Zach asked if it was possible to do a survey in the future regarding available dates for the oral presentation and the consensus meeting in order to ensure it works for the most commissioners as possible.

Commissioners indicated that they preferred oral presentations on workday evenings. They wanted the consensus/allocation meeting on Saturday mornings.

Question posed of whether or not we could remove either the oral presentations or the written applications, but Commissioners indicated that both are necessary. Commissioners noted that additional time to review the applications before scores are due.

Tiegan indicated that she will include calendar invites as well as e-mail notification.

6. HSC Interviews

Chair: Rahn Clayton

7:40 pm – 8:00 pm

There are e-mails out for those whose terms are ending. Janet chose not to reapply.

With the potential three commissioners being recommended for removal, there may be as many as 7 open spots. Commissioners discussed how to spread the word about openings in order to recruit new and diverse applicants.

Amanda discussed wanting to set up team building exercises. Commissioners expressed interest. Agenda item added to next meeting to discuss what that would look like.

7. Closing Comments / Adjourn 8:00pm

Chair: Rahn Clayton

MOTION: Jason moved to adjourn. Lisa seconded. No further discussion. Motion passed unanimously.

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Next Human Services Commission is June 12, 2019, 6:00 PM

HSC Chair's signature	Day-	_ Date _	06/12/19
City of Tacoma Staff's signature _	MiZ:	_ Date _	6/12/19

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