



**Human Services Funding Advisory Board
Regular Meeting Minutes
Thursday, September 18, 2014**

**6000 Main Street SW
Lakewood, WA 98499**

CALL TO ORDER

Ms. Turner called the meeting to order at 3:02 p.m.

ATTENDANCE

Board Members Present: Ms. Mary Bohn, Dr. Catherine Forte, Mr. Barry Hackett, Ms. Susan Hart and Ms. Christine Turner

Absent: Mr. Anthony Gomez, Mr. Paul Calta

Excused: Ms. Mary Green

City Council Liaison: Mike Brandstetter (not in attendance)

Staff Member Present: Karmel Shields, Human Services Coordinator
Mary Dodsworth, PRCS Director

CALL TO ORDER

Ms. Shields called roll. Ms. Shields reported that Ms. Green was not able to attend the meeting and Ms. Turner will lead today's discussion. She also reported that Mr. Gomez has resigned from the HSFAB and that Mr. Calta called to say he would be late to the meeting.

APPROVAL OF MINUTES

Ms. Hart moved to approve the August 21, 2014 minutes of the Human Services Funding Advisory Board as written. Mr. Hackett seconded the motion. The minutes were approved unanimously.

PUBLIC COMMENTS

NONE

OTHER BUSINESS

Ms. Dodsworth updated the Board on the HSFAB and CDBG board consolidation. She anticipates the process for selecting members for the newly configured board will occur before the end of the year. In the meantime the ordinance allows for ad hoc committees, which enables the HSFAB and CDBG boards to complete their 2014 work programs.

Ms. Bohn expressed concern that local human service agencies might be confused and alarmed by the change in structure and that the new action could be perceived as a change in commitment to human services by the city. It is unclear at this time what the 2015 work program will be for the newly configured board. Staff members will be meeting soon to discuss the process for moving forward.

UNFINISHED BUSINESS

Human Services Funding Allocation Process

Ms. Shields presented the rank order of the applications based on the average of all the individual scores provided by the HSFAB members. Ms. Turner reminded the committee that throughout the deliberation we must bear in mind the overall needs of the community. Ms. Dodsworth stated that in addition to reviewing the applications by their average scores, the committee should consider the populations affected and how the funding is spread over the four strategic areas. Balance can be achieved by leveraging of resources, while making a significant or measurable impact and without spreading the resources too thin.

Dr. Forte reminded the committee that we should keep the Council feedback in mind. Ms. Shields added that at the end of the deliberations the committee will need to be absolutely clear, when presenting to the Council and the community, as to why a program was selected or why it was not. She concurred with Ms. Dodsworth that the balanced approach is the preferred outcome for the allocations process.

The HSFAB then reviewed the applications in a variety of ways including organizational capacity, effectiveness of the materials presented, coverage of the four strategic areas and populations. No one factor appeared to guide the committee to a clear decision. It was decided to review the scoring in a variety of ways. Staff was directed to look more closely at the City's values of partnerships, leverage and low administrative overhead scores for each program. Ms. Shields was also directed to present the board with a variety of scenarios for their review at the October 2, 2014 meeting.

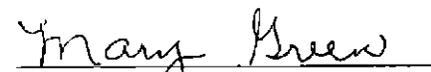
Ms. Turner suggested that she and Ms. Green meet with staff prior to the next meeting to review the scenarios and prepare for the next deliberation on October 2, 2014 starting again at 3:00 p.m.

NEW BUSINESS

NONE

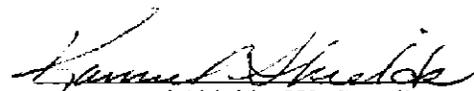
ADJOURNMENT

There being no other business, Dr. Forte moved that the board adjourn. Ms. Hart seconded the motion. The motion passed and Ms. Turner adjourned the meeting at 5:32 p.m.



Ms. Mary Green, Board Chair

10/2/2014
Date



Ms. Karmel Shields, HS Coordinator

10/2/14
Date