



# Neighborhood and Community Services Human Services Commission

Wednesday, June 13, 2018 6:00 pm  
Tacoma Municipal Building, 747 Market Street, Room 148

## Meeting Minutes

### Members:

Jovan Dumas, Chair

Rahn Clayton, Vice  
Chair

Kelly McDonald,  
Secretary

Zach Dillon

Kashmir Gavronski

Jason Grube

Dana Owens-  
Cheatham

Elizabeth Pebley

Valentine Smith

Janet Thiessen

Naomi Wilson

### Staff:

Linda Stewart, NCS  
Director

Pam Duncan, HS  
Division Manager

Glenda Duldulao, HS  
Contract & Program  
Auditor

**Present:** Jovan Dumas; Rahn Clayton, Zach Dillon, Kashmir Gavronski, Jason Grube, Dana Owens-Cheatham, , Valentine Smith, and Janet Thiessen, via telephone Elizabeth Pebley

**Absent:** Kelly McDonald, and Naomi Wilson

**Staff:** Pam Duncan, Erica Azcueta, Vicky McLaurin, Chris Bell, Tiegan Bradbury, and Glenda Duldulao

1. Welcome/Call to Order  
6:04pm Jovan Dumas called the meeting to order
2. Approval & Signing of April & May Meeting Minutes  
Revision in May's meeting minutes- Rahn Clayton was in attendance. Rahn Clayton moved to approve the minutes with edit, Jason Grube seconded at 6:08pm.
3. Human Services Commission Updates  
  
Community Vitality & Safety (CVS) interviewed for Human Services Commission (HSC) openings; one of the slots is Jovan Dumas; two applicants showed up; Jovan Dumas selected to provide answers to question because he couldn't attend; CVS want to interview and is schedule for 6/14/18;  
  
Indira Hubble no longer with HSC; formal letter was sent out  
  
CVS is interviewing for 4 slot openings, another slot to be opened for Indira Hubble's position.
4. Allocations Process Updates  
  
CDBG/ESG Council Recommendations Update (Erica Azcueta)  
Recap of award as presented from last meeting. Recommendation went to council last night and approved. Denny Hunthausen, Executive Director from Catholic Community Services (CCS) spoke and expressed gratitude; Duke Paulson, Executive Director of Tacoma Rescue Mission also attended; now beginning process to execute contracts.

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## GF/MHSUD Allocation Process (Vicky McLaurin)

GF/MHSUD Allocation Process well underway. Budget for allocation is not announced yet. 10 funding priorities that Neighborhood and Community Services (NCS) wants to fund will be consistent with Council priorities. Next meeting, NCS will go in-depth with the priorities and expectations. Application will be release via Procurement July 16, 2018 and set to close August 21, 2018. Reliability training will be scheduled. Working with NCS Director to work out oral presentations. Will be giving out more details in July.

- HSC questioned when budget amount will be announced. Vicky gave background of previous process—Sustaining Homelessness and Household Stability (HHS) focus area and Social Wellness (SW) and Opportunity and Achievement (OA) going through competitive process. No exact dollar amount. Around \$12M as last year. All HSC members may be asked to review all applications.
- Community Service (CS) division will also be participating in the process.
- Discussion about HSC availability during rating phase of the process- September and 1<sup>st</sup> part of October; some member's availability may conflict.

## 5. Emergency Temporary Aid & Sheltering Update (Erica Azcueta)

- Recap updates similar to last meeting- 82 individuals residing on site; policy change- cannot house couple in same tent; every resident has their own tent
- 189 served since inception
- 39 individuals have been housed
- Question: Couple stay in separate tents? Answer: Couple assigned 2 tents, but can stay in 1 tent; in case domestic dispute happens
- Question: What's the end date? Answer: current contract goes to Dec 2018; Phase 3 team putting together recommendation for City Manager to be presented to Council, stay tuned.
- Question: How do we know that everyone has the same opportunity to a tent space- couple vs. individual? Answer: Erica Azcueta will get back with answer after talking with operator.
- Conversation about domestic dispute

## 6. Human Services Manager Update (Pam Duncan)

- Vicky McLaurin is staff lead for the Allocation process; Pam Duncan may make recommendation, but will be decided by team and Linda Stewart
- Status Report on Youth and Young Adult (YYA) Request for Information (RFI)
  - i. Presented RFI process and selection of new service provider:
    1. Community group comprised of young adults with lived experiences,

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HSC Kelly McDonald; community members, City & County created process and criteria to review RFI;

2. Reviewed 5 submissions, invited two- Coffee Oasis & Comprehensive Life Resources (CLR). Young adults (YA) did the interviewing, developing and asking the question; CLR selected— consensus that CLR was best suited to step in because Community Youth Services (CYS) is transitioning out of the business in the Tacoma area;
  3. Review team discussed the importance of transitioning executive leadership and board of the youth shelter eventually to the community that it served;
  4. Review team discussed how CLR can work with YA participating with the review team and their professional mentors so that they can step into roles and ultimately to establish their own organization; incubating organization that would eventually run; requiring that they hire folks with lived experiences;
  5. Overall—services will continue without break in service and that it would be an upgrade
  6. Currently working on contract and going to Council 6/26;
- ii. Shelter operating at Beacon Center update
1. Individuals in the community have concerns, so several community meetings have been held including: February when Drop in center moved back to Beacon; April community meeting held because of increasing issues; Meeting at Midtown Lofts brought in Police and CYS and discussed the need for security before opening and after closing of the center. Meeting was held again and brought in Tacoma Police Department (TPD) patrol, CYS, CLR. Patrol to be starting 6/15.
  2. Vicky McLaurin will be leading the Feasibility Study of Beacon for Senior and or Young Adult usage of the center; for the time being (18 months) it will continue to operate as is.
- iii. Question & Answer from HSC:
1. Are Mental Health services available? Not yet; with CLR it would be a requirement; no specialist currently available; only at Drop in center hours
  2. What's the highest level of credential at the facility? No requirement
  3. What's the ages of participation? Overnight shelter- Young Adult (18-24); Drop in Center Youth and Young Adult (12-17 Unaccompanied youth)
  4. What's the intake policy? This is a low barrier facility and so anyone can be served

### a. Transition Announcement and Next Steps

- Thanks the Human Services Commission for their service. Informs HSC of her

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departure from City employment.

- Asked HSC members to stay committed; to ask hard questions, to be curious; and to ask how services can be value added. "Pick the best way on how the group can affect the community"
- Transition team includes Vicky McLaurin, Erica Azcueta, Chris Bell, and Tiegan Bradbury. Pam Duncan asked transition team to make sure that education will continue for HSC. b. 2019-20 Biennium Budget Process
  - Currently underway. A few proposals going forth to City Manager in a few weeks.
  - Vicky McLaurin, Erica Azcueta, and Linda Stewart will be taking over updates for this process

7. Other Business & Public Comment

- No other business or public comment.

8. Adjournment

Zach Dillon moved to adjourn at 7:06 pm and Valentine Smith seconded. Jovan Duman; Rahn Clayton, Kashmir Gavronski, Jason Grube, Dana Owens-Cheatham, Elizabeth Pebley, and Janet Thiessen approved

HSC Chair Signature: \_\_\_\_\_

Date: 7/11/18

City of Tacoma Staff Signature: \_\_\_\_\_

Date: \_\_\_\_\_