



# Neighborhood and Community Services

## Human Services Commission

Wednesday, June 8, 2016 – 6:00 p.m.  
Tacoma Municipal Building, 747 Market Street, Room 1444

### Meeting Minutes

**Members:**

Jovan Dumas,  
Chair

Korbett Mosesly,  
Vice Chair

Kelly McDonald,  
Secretary

Eileen Armstrong

Jasmine Brown

Rahn Clayton

Liz Heath

Brian Humphreys

Virginia Miller

Al Ratcliffe

Roseanne Sat

Sean Waite

**Staff:**

Nadia Chandler-  
Hardy, NCS  
Director

Pam Duncan, HS  
Division Manager

Adam Vance  
HS Program  
Technician

**1. Welcome/Call to Order**

Meeting called to order at 6:08

HSC members in attendance: Jovan, Brian, Kelly, Rahn

Absent: Korbett, Eileen, Jasmine, Liz, Virginia, Al, Roseanne, Sean

City of Tacoma Staff: Pam Duncan, Vicky McLaurin

**2. Approval of meeting minutes**

Because there was not a quorum we were unable to approve minutes from May 2016.

**3. Staffing Update**

- Vicky has stepped in as program manager for Social Wellness in Shelley's absence per the new restructuring within the department
- Nhan Nguyen, program manager for Homelessness and Household Stability (HHS)
- Genesis Gavino has begun as a Systems Analyst within HHS
- HHS is now fully staffed and the other two areas will be staffed between now and the next biennium

**4. Human Services Division - New Business Model Update****a. Timeline for upcoming Process**

- Applications accepted from providers from: July 15<sup>th</sup> through August 15<sup>th</sup>
- Training on the rating tool is being developed by Jaime and will be run by the HSC as a test drive

**b. Systems Training Info and Dates**

- Heavy investment in systems work and encouraging providers to partner and leverage their strengths
- There will also be an application process for single applicants as well, who may not be partnering with other organizations but will provide a value add in their category
- A consultant, Fay Hanley Brown was brought in for two trainings with City of Tacoma staff (Jovan, Korey, Al, and Rahn were able to attend both or one of the trainings). Other funders were invited to the training (United Way attended) in order for funders to understand the new shift from the City and have a shared framework.
- The goal was to educate city of Tacoma staff first, and now there will be a 101, 201, and 301 trainings for providers.

747 Market Street, Room 836, Tacoma, Washington 98402-3793, Phone (253) 591-5151

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## Human Services Commission

**Week of June 13<sup>th</sup>:** 101 (offered twice) What is a system? Why participate?

**Week of June 20<sup>th</sup>:** 201 (offered twice) Participants will build a system and learn about systems measurements

**Week of June 27<sup>th</sup>:** 301 (offered twice) Deeper dive into systems and measurements

- 101 & 201 are mandatory for everyone who is currently funded and for anyone who is planning to apply in the upcoming process
- 301 is strongly encouraged for everyone.  
An invitation to HSC members will be extended for those who'd like to attend for all three sessions.
- What is understood and recognized is that this shift is going to be significant and will be a journey for both the city and the providers.
- Providers were only given 2 ½ business days to respond, but that deadline was extended if providers were unable to respond. There was information shared with providers over the last couple of months over two meetings where attendance was packed and there were good questions and good feedback. A notice will go out inviting anyone who has not responded to reply if they are able to attend.

### c. Equity and Inclusion

Equity is infused throughout this process.

### d. Expectations for “Buckets”

Analyzed all of existing contracts to identify which “bucket” of the three foci (Homelessness & Household Stability, Social Wellness, and Opportunity & Achievement) they fall into. That analysis allowed the City to identify where the money is currently delineated. The lion’s share of funding fell into the Homelessness and Household Stability. Other providers in the other “buckets” will have extended contracts provided their performance is meeting expectations.

### 5. Other Business

None

### 6. Meeting adjourned at 7:15

Upcoming Events:

HSC Meeting	July 13th	TMB Room 1444 6pm
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