



City of Tacoma

City Council Action Memorandum

**TO:** Elizabeth Pauli, City Manager  
**FROM:** Allyson Griffith, Neighborhood and Community Services (NCS), Director  
Vicky McLaurin, System and Strategy Division Manager, NCS  
**COPY:** City Council and City Clerk  
**SUBJECT:** Human Services Commission Evaluation  
**DATE:** May 21, 2024

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### **SUMMARY AND PURPOSE:**

A resolution authorizing realigning the terms of Human Services Commission with the end of the competitive funding process. This resolution will change the term end date of the Human Services Commission from May 31<sup>st</sup> to September 30<sup>th</sup>.

### **BACKGROUND:**

The Human Services Commission (HSC) consists of fifteen members who are recommended by the Community Vitality and Safety Committee (CVS) and appointed by the City Council to serve in an advisory capacity on human services funding and related issues.

The HSC conducts meetings, reviews and rates funding applications, and makes human services funding recommendations to the City Council on the Community Development Fund Block Grant, Emergency Solutions Grant, Mental Health and Substance Use Disorder tax, General Fund Community Service, and all other Special Revenue Fund project allocations.

### **ISSUE:**

In June of the second year of the biennial budget, NCS releases a competitive funding application for services in the following biennium. NCS staff trains HSC members on reliability, Council priorities, department goals, and in preparation of their review of the applications. Currently HSC appointments expire in May right prior to the Notice of Funding Availability being released. This results in new Commissioners being asked to review funding applications prior to having any familiarity with the work of the Commission or the expectations of the funding processes. Adjusting the appointment dates would allow new members an opportunity to gain familiarity with the work of the Commission and ask for presentations that may benefit them in their learning and their rating work.



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**RECOMMENDATION:**

Staff recommends a resolution that would align the terms of the HSC appointments with the NCS departments competitive funding process.

**ALTERNATIVE:**

<b>Alternative(s)</b>	<b>Positive Impact(s)</b>	<b>Negative Impact(s)</b>
Do not approve the change in the term date.		Commissioners would not receive timely training in reviewing applications in the competitive process.
2.		
3.		

**FISCAL IMPACT:**

No fiscal impact.