



## City of Tacoma Human Services Commission

747 Market Street Tacoma, WA 98402  
Conference Room 148

**Wednesday, February 27, 2019**

**6:00 p.m.**

### **Meeting Minutes**

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**Members present:** Chair Jovan Dumas, Vice Chair Rahn Clayton, Secretary Kelly McDonald, Cherrielee Matthews, Amanda Scott-Thomas, Valentine Smith, Janet Thiessen, Jason Grube (by phone) and Naomi Wilson (by phone)

**Members not present:** Lauren Angelo, Zach Dillon, Kashmir Gavronski, Lisa Keating, Dana Owens-Cheatham, Elizabeth Pebley

1. Welcome/Call to Order by Chair Jovan Dumas at 6:13 pm

2. CDBG/ESG Sustaining Process/Timeline

The Commission discussed the plan to sustain funding for providers who received CDBG and ESG funding in last year's funding process. Funding for both is a two year budget biennium, but the funding comes to the City annually, which will be determined in a couple of months.

Each provider who received funding has had their contract reviewed and assessed by city staff, and the sustained contracts tool worksheet has been shared with Commissioners to review how providers have executed their proposals.

Within the CDBG funding, three providers have shown areas of opportunity in this assessment: LASA, Sound Outreach, and St. Leos'.

Both LASA and St. Leos' have taken steps to remedy the issues identified in their assessment and City staff feel confident progress with continue.

Sound Outreach has been unresponsive to provide an explanation for their issues or a plan to remedy the issue. City staff has reached out to Sound Outreach multiple times via email, via phone, and once in person as a Sound Outreach staff attended a recent city training, with no explanation or plan shared to date with the City.

The Commission determined that with all providers other than Sound Outreach, 100% funding allocation would be the recommendation.

Sound Outreach did receive a strong rating for site monitoring, but that occurred in 2017 and is not a recent rating. By most metrics, Sound Outreach is failing and has not explained to the City why they are not in compliance.

Naomi Wilson moved "to discontinue funding for Sound Outreach due to non-compliance



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and reallocate that amount to other providers.” Valentine seconded. Jovan, Rahn, Kelly, Cherrielee, Amanda, Valentine, Janet, Jason, and Naomi voted to approve the motion, causing it to unanimously pass.

Reallocating the remaining funding not going to South Sound Outreach was discussed next, with Amanda suggesting that we keep the city’s priorities in mind. Rahn wondered if there is a way to allocate to non-funded programs that had applied previously.

Amanda moved “to split the funds evenly between the top five scoring organizations who are all 98% and above (Both YWCA programs, KWA, New Phoebe House, Catholic Community services).” Janet seconded. Jovan, Rahn, Kelly, Cherrielee, Amanda, Valentine, Janet, Jason, and Naomi voted to approve the motion causing it to unanimously pass.

### ESG

Cherrielee moved that we fund all providers at 100%. Janet seconded. Jovan, Rahn, Kelly, Cherrielee, Amanda, Valentine, Janet, Jason, and Naomi voted to approve the motion causing it to unanimously pass.

Kelly moved that staff makes a recommendation to the Commission for funding allocations if there is a discrepancy between what we expect to receive from CDBG and ESG if the discrepancy is minor. Cherrielee seconded. Jovan, Rahn, Kelly, Cherrielee, Amanda, Valentine, Janet, Jason, and Naomi approved.

### 3. Closing Comments / Adjourn

Rahn wished to ensure there is timeliness from staff for questions from Commissioners, i.e. if staff changes, we should be notified. It has been difficult to know who to direct questions and concerns to with staffing changes.

Amanda asked if there is a resource that identifies who staff are and what their roles are.

There is a new manual and onboarding process under development, according to Tiegan, and they recognize that continuity has been an issue.

Rahn mentioned that not all Commissioners feel confident in their ratings, so a subcommittee to address the issue might be useful. Tiegan and Erica will respond within two weeks.

Retreat on April 10<sup>th</sup> during our normally scheduled meeting time.

Next meeting is March 13<sup>th</sup>.

Cherrielee moved to adjourn at 7:50 pm. Janet seconded. Jovan, Rahn, Kelly, Cherrielee, Amanda, Valentine, and Jason approved. Naomi was not on the phone to vote as we



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adjourned.

*Next HSC Meeting: March 13, 2019 6:00pm*

HSC Chair Signature:

*Jovan J. [Signature]*

Date:

*3/13/19*

City of Tacoma Staff Signature:

*[Signature]*

Date:

*3/13/19*

\* RCW 43.52.383 - Compliance with open public meetings act