



COMMUNITY SERVICES ADVISORY BOARD
Advisory Board Meeting
Wednesday, September 20, 2017
Lakewood City Hall Conference Room 3A
6000 Main Street SW, Lakewood, WA

CALL TO ORDER

Chair Sharon Taylor called the meeting to order at 5:30 p.m.

ATTENDANCE

Board Members Present: Sharon Taylor, Edith Owen-Wallace, Michael Lacadie, Laurie Maus, Kathleen Lind, DeeAnn Harris

Board Member Excused: Mumbi Ngari-Turner, Paul Calta

City Council Liaison: Marie Barth

Staff Member Present: Karmel Shields, Ricardo Funes

Youth Council Members Present: Natalee Cruz, Elisa Sagisi

APPROVAL OF MINUTES

Mr. Lacadie moved to approve the June 21, 2017 minutes of the Community Services Advisory Board as written. Ms. Edith Owen-Wallace seconded the motion. A voice was taken and the motion carried unanimously.

PUBLIC COMMENT

NONE

NEW BUISNESS (CDBG)

Review and Adoption of FY 2016 CAPER

Mr. Gumm presented the the FY 2016 Consolidated Annual Performance Evaluation Report (CAPER) and reviewed the contents in detail. There were no questions.

Laurie Maus moved to accept the FY 2016 Consolidated Annual Performance Evaluation Report with submitted corrections. DeeAnn Harris seconded the motion. Voice vote was taken and the motion carried unanimously.

HUMAN SERVICES

Review Contract monitoring and Agency Site Visit Report

Ms. Shields reported on her findings from site visits conducted July 31- August 31, 2017. The purpose of these visits was to monitor specific contract requirements and to review progress made on contracted service goals. This information, along with the third quarter narrative and reports, will provide adequate information for the Board to prepare the 2018 funding recommendations. Third quarter narrative responses are due October 2, 2017. There were some areas of concern for certain organizations due to program policies, staff turnover and current organizational structure.

Finalize 2018 HS funding recommendation process

There is approximately \$10,000 available to increase funding for programs in 2018. Guidance was given to the Board regarding fund reallocations. Only organizations that are currently funded will be considered for funding in 2018. No organization will receive more than their original grant funding request. Organizations that are below contract performance expectations would not be eligible to receive additional funds.

ADJOURNMENT

There being no other business, Ms. Taylor adjourned the meeting at 7:10 p.m.

Sharon Taylor
Sharon Taylor, Chair (date)
10-11-17

Karmel Shields 10/12/17
Karmel Shields, Coordinator (date)