



COMMUNITY SERVICES ADVISORY BOARD
Regular Meeting
Wednesday, September 18, 2019
Mt. Rainier Conference Room – 3rd Floor
6000 Main Street SW, Lakewood, WA

CALL TO ORDER

Program Manager, Jeff Gumm called the meeting to order at 5:35 p.m.

ATTENDANCE

Board Members Present: Edith Owen-Wallace, Laurie Maus, Michael Lacadie, Sarah Yamamoto, John Mayfield, and Brandon Wirth

Board Members Excused:

Youth Council Representatives Present: Annette Ray and Meagan Duncan

City Council Liaison Present: Marie Barth

Staff Members Present: Jeff Gumm, Program Manager, Martha Larkin, Program Coordinator, and Brian Humphreys, Program Coordinator (via telephone)

ELECTIONS

Mr. Gumm announced that a Chair and Vice Chair were to be elected. He asked for volunteers and/or nominations. Discussion ensued.

Sarah Yamamoto volunteered to be Chair. John Mayfield seconded the nomination. Voice vote was taken and Ms. Yamamoto was elected unanimously.

Brandon Wirth volunteered to be Vice-Chair. Laurie Maus seconded the nomination. Voice vote was taken and Mr. Wirth was elected unanimously.

PUBLIC COMMENT

There was no one present who wished to speak.

APPROVAL OF MINUTES – June 19, 2019

Michael Lacadie moved to approve the June 19, 2019 Community Services Advisory Board meeting minutes as written. The motion was seconded by Edith Owen-Wallace. A VOICE VOTE WAS TAKEN AND THE MOTION CARRIED UNANIMOUSLY.

CDBG Program

Review 2018 Consolidated Annual Performance Evaluation Report (CAPER)

Mr. Gumm reviewed the 2018 CAPER, highlighting goals, outcomes and accomplishments from the past funding year.

**Human Services Program
Community Needs Assessment Update**

Mr. Humphreys shared that the community needs assessment is live and will be open through October, after which a community needs report will be written.

Human Services Contract Performance and Site Visit Summaries

Mr. Humphreys shared information about the potential areas of concern or changes related to human services funding. One organization that is at risk of not meeting its contract numbers will submit a letter explaining the situation. Emergency Food Network will submit a letter requesting that if it receives a second year of funding, it would like to reallocate the funds from bulk food purchases to staffing for distribution.

Mr. Humphreys will also send an email to all board members after the meeting, and members can identify if they will attend the joint session with the City Council on Monday September 23rd. Mr. Humphreys will then send a draft script to those members, and those in attendance will meet at 6:30pm on the 23rd to prepare for the meeting at 7pm.

NEW BUSINESS

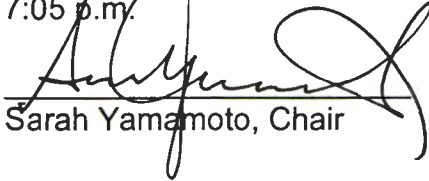
None

OTHER BUSINESS

None

ADJOURNMENT

There being no further business, Chair Sarah Yamamoto adjourned the meeting at 7:05 p.m.



Sarah Yamamoto, Chair

10/16/19
Date