



**Community Services Advisory Board  
Meeting Minutes**

MEETING PLACE/DATE:

**Wednesday, November 15, 2023**

**In-Person and Zoom Virtual Meeting**

**American Lake Conference Room, City Hall Lobby**

**6000 Main St SW Lakewood, WA 98499**

**5:30-6:30PM**

**CALL TO ORDER:**

Kyle Franklin called the meeting to order at 5:32 pm

**ATTENDANCE:**

**Community Services Advisory Board Members Present:**

Kyle Franklin, Michael LaCadie, Darrin Lowry, Denise Nicole Franklin, Laurie Maus

**Community Services Advisory Board Members Excused:**

Edith Owen-Wallace and Shelby Taylor

**Staff:** Shannon Bennett provided staff support

**Guests:**

Brenda Kiner, DeCarlo Braddy and William Wayburn, Pierce County AIDS Foundation  
Angela Lefait and Philip Angelo, Lakewood residents

**Youth Council Liaison:**

Reinida Benavente

**Council Liaison:**

Michael Brandstetter

**APPROVAL OF MINUTES:** Michael made a motion and Denise seconded to approve the October 18, 2023 meeting minutes which were unanimously approved.

**PUBLIC COMMENT:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Brenda Kiner (Interim CEO), De'Carlo Braddy (Director of Ending the Epidemics), and William Wayburn (President of the Board) presented on the state of Pierce County AIDS foundation (PCAF), changes in staffing, who they are serving, and how the services are being delivered.

While medical case management has largely been taken over by the Washington State Department of Health and Tacoma/Pierce County Health Department, PCAF continues to work directly with clients living with HIV/AIDS to acquire or maintain health insurance and addresses other barriers to care by providing gas vouchers or bus tickets. When the client's needs go beyond what PCAF can provide directly, staff refer clients to partner non-profits and organizations to ensure that the client's needs are met.

HIV transmission prevention efforts continue to be a major priority for PCAF and it continues to collaborate with organizations serving the populations most at-risk for infection, including but not limited to black, indigenous, and people of color in addition to the LGBTQIA+ community.

Members felt PCAF staff were very candid about their need to rebuild trust and that part of rebuilding trust is to make accountability a foundation of their future growth, to include expanding the staff by hiring a forensic accountant.

Members also appreciated PCAF staff sharing their plan to rework the board because of lessons learned when working with the former Executive Director. Brenda and William are working together to re-empower the board to have more oversight into the business aspects of PCAF. Additionally, they are growing the board to include accountants, attorneys, and others who have the acumen to ensure the future of PCAF.

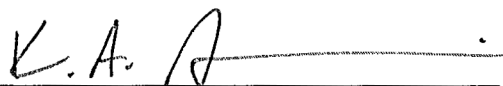
After PCAF's presentation, all committee members present voted unanimously to recommend to the city council fully funding PCAF in 2024 and that City staff would work with PCAF to develop deliverables and outcomes for 2024 that represent PCAF's new organizational structure and business model.

**BOARD MEMBER HIGHLIGHTS:** None

**MEETING ADJOURN:** Kyle Franklin adjourned the meeting at 6:54 pm.

**NEXT MEETING:**

December's meeting was cancelled due to the Holidays.



Kyle Franklin, Vice Chair



Shannon Bennett, Staff Person