



City of Lacey, Washington
Human Services Workgroup Minutes
Thursday, July 11, 2024 - Council Chambers and Online

1. Call to Order

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

2. Roll Call

BOARD MEMBERS PRESENT: Chair Brandon Stephens; Vice Chair James Broman; Board Member(s) Nathaniel Clay; Nancy Dihle; Juliet Lawson-Hall (remote); and Tiffany Walker (remote)

BOARD MEMBERS EXCUSED: Board Member Dalia Martinez

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager; Michelle Chavez, Human Services Coordinator; and Elissa Fontaine, City Clerk

3. Land Acknowledgment

Chair Stephens read the abbreviated Land Acknowledgement.

4. Approval of Agenda, Previous Meeting Minutes, and Consent Items

- A. Approval of Agenda
- B. Approval of June 13, 2024, meeting minutes
- C. Approval of June 20, 2024, meeting minutes

Vice Chair Broman moved to adopt the agenda as presented. Board Member Clay seconded. The motion carried.

Vice Chair Broman moved to adopt the June 13, 2024, meeting minutes. Board

Member Dihle seconded. The motion carried.

5. Public Comment

Verbal Public Comment

Zero (0) people signed up to speak at the meeting.

Written Public Comment

Zero (0) written public comment was received.

6. Business Items

A. Introduction to Human Services Needs Assessment

Michelle Chavez, Human Services Coordinator

Chavez introduced the framework for the Human Services Needs Assessment. The City will be performing a needs assessment of human service gaps in the community to help inform future Human Services Grant Programs (HSGP) funding rounds. The preparation includes creating a community participation plan.

The Workgroup reviewed the draft Community Participation Plan and draft Needs Assessment Outline in order to provide feedback. Discussion ensued.

B. Human Services Grant Program Workshop Update

Michelle Chavez, Human Services Coordinator

Chavez presented an update on the Human Services Grant Program (HSGP) Workshop. The Workshop was held on June 27, 2024, for eligible nonprofits that are considering applying for the new HSGP funds. The workshop addressed HSGP eligibility criteria, priority focus areas, application timeline, the grant application and required attachments.

The City began accepting HSGP applications on Thursday, June 27 through Friday, July 26, 2024. The City has up to \$300,000 available for non-profit human service providers serving Lacey community members. Eligible programs or projects must meet basic human needs for housing, survival, or security.

7. Adjourn

Chair Stephens adjourned the meeting at 6:33 p.m.

