



Human Services Commission Approved Minutes

Thursday, April 3, 2025

Lacey Veterans Services Hub

1. Call to Order

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

2. Roll Call

COMMISSIONERS PRESENT: Angelina Goldwell, Vice Chair; Commissioners Nancy Dihle, Dalia Martinez (remote), and Tiffany Walker (There is currently one commission seat vacant)

COMMISSIONERS EXCUSED: Brandon Stephens, Chair, and Evette Temple

COMMISSIONERS ABSENT: Elhadj Toure, Youth Council Representative

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager; Michelle Chavez, Human Services Coordinator; and Paul J. White, Deputy City Clerk

3. Land Acknowledgement

Vice Chair Goldwell presented the abbreviated Land Acknowledgment.

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

- A. Approval of Agenda
- B. Approval of February 6, 2025, meeting minutes

Vice Chair Goldwell moved to approve the agenda, previous meeting minutes, and consent agenda items. Commissioner Dihle seconded. Motion carried.

5. Public Comment

No one signed up to speak at the meeting remotely or in person, and no written public comments were received.

6. Business Items

A. Human Services Grant Program Update

Michelle Chavez, Human Services Coordinator

Chavez provided an update on the Human Services Grant Program, which has a \$300,000 allocation in the City of Lacey 2025 budget. The program's priorities are

similar to those in 2024. Exceptions include funding caps of \$35,000 for human services projects and \$50,000 for capital projects. Applications in 2025 would be limited to one per agency. Chavez reported that a comprehensive human service needs assessment is underway to prioritize human service needs in the community. The application, scoring rubric, and review and award schedule for 2025 were discussed.

Vice Chair Goldwell moved to recommend to City Council the updated Human Services Grant Program policy, application, and scoring rubric for 2025. Commissioner Walker seconded. Motion carried.

B. Community Development Block Grant Program Update

Michelle Chavez, Human Services Coordinator

Chavez updated the commission on the Community Development Block Grant (CDBG) Program. As a federally designated entitlement community, the City can now receive funding from the Department of Housing and Urban Development directly. The City's estimated 2025 allocation is approximately \$304,000. Chavez reported on the public comment period that closed January 5, 2025, and summarized the CDBG objectives and funding eligibility requirements. Chavez provided a funding matrix describing a range of potential project types for CDBG funding in terms of level of staff involvement, time investment, funding maximums, degree of City control, administrative cost, and related factors. Potential city capital projects were listed.

Commissioner Walker moved to recommend to City Council allocating CDBG funding for City capital projects over the first few years with an allocation of approximately \$30,000 (10 percent) of CDBG funding for program administration as presented in Option 1 of the staff report. Commissioner Dihle seconded. Motion carried.

C. Introduction to Equity Maps

Shannon Kelley-Fong, Assistant City Manager

Kelley-Fong presented draft equity maps prepared by consultant Community Attributes Inc. for the City of Lacey. An equity mapping tool to evaluate community decisions is a benchmark in the City's Diversity, Equity, Inclusion, and Belonging Strategic Plan. The underlying data is based on several sources, including U.S. Census data, which is geographically distributed by Census blocks and tracts that may or may not align with the limits of the City of Lacey and its Urban Growth Area. The maps reflect an equity score based on demographics and five indices: accessibility, livability, education, economics, and environment. Higher equity scores reflect increased access to resources. Various features of the user interface were demonstrated. Kelley-Fong stressed that the tool is still in draft form and commissioners' observations and questions were encouraged.

D. Lacey Veterans Services Hub Tour

Commissioners took a tour of the Lacey Veterans Services Hub.

7. Adjourn

Vice Chair Goldwell adjourned the meeting at 7:01 p.m.

Minutes approved June 5, 2025