



Human Services Commission Approved Minutes

Thursday, November 6, 2025

Council Chambers and Online

1. Call to Order

Chair Stephens called the meeting to order at 5:32 p.m.

2. Roll Call

COMMISSIONERS PRESENT: Brandon Stephens, Chair; Angelina Goldwell, Vice Chair; and Commissioners Nancy Dihle, Lester Dickson (remote), and Tiffany Walker (remote, present after 5:43 p.m.)

COMMISSIONERS EXCUSED: Commissioner Dalia Martinez and Jennifer Zheng, 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

Chair Stephens presented the abbreviated Land Acknowledgement.

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

- A. Approval of Agenda
- B. Approval of July 10, 2025, meeting minutes

Chair Stephens moved to approve the November 6, 2025, agenda and the minutes of July 10, 2025. Vice Chair Goldwell seconded. The motion carried.

5. Public Comment

No one registered to speak during the meeting, remotely or in person, and no written comments were received.

6. Business Items

- A. **Welcome Youth Council Member Jennifer Zheng**
Michelle Chavez, Human Services Coordinator

Youth Council member Jennifer Zheng was not in attendance and this item was postponed to a future meeting.

B. Human Services Grant Program Update

Michelle Chavez, Human Services Coordinator

Chavez reviewed the 2024 Human Services Grant program and reported on its successes, including a summary of awarded funds. Funds requested and awarded for the 2025 program were summarized, and Chavez provided an update on the status of the Human Services Needs Assessment and Strategic Plan. Key takeaways from focus groups were shared, and next steps were outlined.

Commissioner Walker was present remotely after 5:43 p.m.

C. Community Development Block Grant (CDBG) Update

Michelle Chavez, Human Services Coordinator

Chavez provided an update on the Community Development Block Grant (CDBG) program, noting approval of the Consolidated Plan and Annual Action Plan. Evaluation of capital projects is underway for disbursement of \$348,393, which has been allocated to the City directly by the U.S. Department of Housing and Urban Development. The current closure of the federal government is not expected to affect timelines for related City projects. Potential capital projects to be funded through the CDBG program were summarized. The Human Services Commission is expected to review and make recommendations on CDBG capital projects prior to City Council approval.

D. Diversity, Equity, Inclusion, and Belonging (DEIB) Regional Meeting Report

Shannon Kelley-Fong, Assistant City Manager
Michelle Chavez, Human Services Coordinator

Kelley-Fong reported on the September 22, 2025, DEIB Regional Advisory Board meeting at the Thurston County Fairgrounds. Participants included Thurston County, the Cities of Tumwater and Olympia, Lacey Human Services Commissioners, and members of the community. Topics emerging from group sessions were summarized.

7. Adjourn

Chair Stephens adjourned the meeting at 6:32 p.m.

Approved January 8, 2026