



Human Services Commission Approved Minutes

Thursday, January 8, 2026

Executive Board Room and Online

1. Call to Order

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

2. Roll Call

COMMISSIONERS PRESENT: Brandon Stephens, Chair; Angelina Goldwell, Vice Chair (remote); Commissioners Nancy Dihle, Tiffany Walker, and Lester Dickson; and Jennifer Zheng, Youth Council Representative

COMMISSIONERS ABSENT: Dalia Martinez

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 Acknowledgment.

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

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

Chair Stephens moved to approve the agenda of January 8, 2026, and the minutes of November 6, 2025. Commissioner Dihle seconded. The motion carried.

5. Public Comment

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

6. Business Items

A. Welcome Youth Council Member Jennifer Zheng

Commissioners welcomed Youth Council Representative Jennifer Zheng, who introduced herself.

B. Community Development Block Grant Program (CDBG) Program Update and Recommendation

Michelle Chavez, Human Services Coordinator

Chavez provided an update on the City's Community Development Block Grant (CDBG) Program, including the 2025-2027 Consolidated Plan and 2025 Action Plan. The total 2025 allocation was \$348,393. Options for use of CDBG funding were summarized. Staff recommends proposing Option 1 for City Council approval. Option 1 provides \$313,554 in capital project funding for expansion of the Lacey Senior Center parking lot, designates a contingency project for Huntamer Park Accessibility and Sidewalk Improvements, and allocates \$34,839 for administration of the CDBG program.

Chair Stephens moved the Commission recommend Option 1 to the City Council as presented. Commissioner Walker seconded. The motion carried.

C. Human Services Grant Program (HSGP) Update

Michelle Chavez, Human Services Coordinator

Chavez presented an update on the Human Services Grant Program (HSGP), including a proposed 2026 timeline and consideration of refinements to the HSGP policy. Focus groups are scheduled for 2026 and commissioner participation is encouraged. Commissioners discussed the process for applicant presentations and application scoring.

D. Director's Report

Michelle Chavez, Human Services Coordinator

1. Regional DEIB Advisory Board Meeting Update

Chavez reported that the Human Services Commission is invited to host the Diversity, Equity, Inclusion, and Belonging Regional Meeting during the next Human Services Commission meeting in February. The Commission on Equity would also participate, as would representatives of the United Way. Human Services Commissioners would participate as facilitators and note takers.

2. Human Services Commission 2026 Work Plan

Chavez reported that the Human Services Commission annual work plan is under construction and is expected to be discussed at a future meeting. The recruitment is underway to fill the commission's single vacancy, for which three applications have been received and are under review.

7. Adjourn

Chair Stephens adjourned the meeting at 6:11 p.m.

Minutes approved February 5, 2026