



Human Services Commission Agenda

Refer to the bottom of the agenda for meeting information.

Thursday, August 6, 2026

5:30 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. Land Acknowledgement

We, the City of Lacey, are on the ancestral land of the Tribal People of the Treaty of Medicine Creek, including the Nisqually Indian Tribe and Squaxin Island Tribe. We acknowledge and remember those Tribal People not recognized today who were absorbed or relocated into other tribes for survival. We recognize the ancestors and their descendants who are still here. We recognize and respect the Tribal People of the Treaty of Medicine Creek as the traditional stewards of this land since time immemorial and their role today in taking care of these lands in perpetuity. We recognize and have the responsibility to call attention to the histories of dispossession, forced removal, and abridged treaty rights that allowed our nation, state, and city to develop as they have today. We recommend that community members read the Medicine Creek Treaty of 1854.

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

- A. Approval of Agenda
- B. July 1, 2026, meeting minutes
- C. July 2, 2026, meeting minutes

5. Public Comment

Refer to the bottom of the agenda for instructions on how to provide public comment.

6. Business Items

- A. **Human Services Grant Program Award Discussion**
Michelle Chavez, Human Services Coordinator
- B. **Director's Report**
Michelle Chavez, Human Services Coordinator

7. Adjourn

Attendance and Public Comment

Attend Remotely or in Person

There are several ways to attend the Human Services Commission Meeting:

In Person: Council Chambers at Lacey City Hall
420 College Street SE, Lacey, WA 98503

Zoom: https://us02web.zoom.us/webinar/register/WN_qmMMAVA3TuKnIK5MJX_JEA

City Website: <https://cityoflacey.org/government/public-meetings/>

YouTube: <https://www.youtube.com/watch?v=hvigVNqbpnl>

Phone: (888) 788-0099 or (877) 853-5247 (Webinar ID 847 0408 6131)

Verbal Public Comment

Each speaker is limited to three minutes. Comments are welcome on matters connected to City business or specific agenda items.

Prior to starting your comments, please provide your:

- a. Name
- b. City of residence or connection to the City
- c. Topic or subject matter of your comments

The opportunity for verbal public comment is available in person or by Zoom:

In Person: Use the sign-up sheet located in the meeting room.

Zoom: Preregister using the following Zoom link no later than two hours prior to the meeting:
https://us02web.zoom.us/webinar/register/WN_qmMMAVA3TuKnIK5MJX_JEA

Instructions and access details will be provided once registration is complete.

Written Public Comment

Please email written public comments to HumanServices@cityoflacey.org. The commenting period will close two hours before the meeting time. Members will receive all written public comments provided by this deadline. Comments may not be addressed during the meeting. All comments are part of the official record.



Human Services Commission Special Meeting Minutes

Wednesday, July 1, 2026

Council Chambers and Online

1. Call to Order

Chair Stephens called the meeting to order at 3:11 p.m.

2. Roll Call

COMMISSIONERS PRESENT: Chair Brandon Stephens; Vice Chair Angelina Goldwell (remote); Commissioners Nancy Dihle, Tiffany Walker (present after 3:23 p.m.), and John Grausam; and Youth Council Representative Jennifer Zheng (present until 4:42 p.m.)

COMMISSIONERS EXCUSED: Dalia Martinez, Lester Dickson

STAFF PRESENT: 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 June 4 meeting minutes

Commissioner Grausam moved to approve the agenda and the meeting minutes of June 4, 2026. Youth Representative Zheng seconded. The motion carried.

5. Public Comment

No one registered to speak, and there were no written comments.

6. 2026 Human Services Grant Program Applicant Presentations

A. Introduction

Michelle Chavez, Human Services Coordinator

The Human Services Grant Program has a budget of \$300,000 for nonprofit organizations serving people in the community. Chavez summarized the process by which funds are awarded. There were 29 applicants for funding in 2026. The maximum public service award is \$30,000 and the maximum capital project award is \$50,000. Chavez outlined the requests by category and explained the next steps before beginning the program year in September.

Commissioners received presentations from and asked follow-up questions of the following applicants for Human Services Grant Program funding:

1. Big Brothers Big Sisters of Southwest Washington (Site-Based Mentoring)
2. Oly Camp Kitties (Spay/Neuter Program)
3. Ground Zero Outreach (Bridge to Stability and Mobile Outreach)
4. Rebuilding Together Thurston County (Critical Home Repair)
5. All Kids Win (Weekend Food Bags)
6. South Sound Dance Access (Creative Dance in Lacey Schools)
7. Skoolie Foundation (Hygiene Haven)
8. God's Land (Pathways to Self-Employment and Economic Independence)
9. Institute for Therapeutic Renewal (Community Behavioral Health and Suicide Prevention)
10. South Puget Sound Habitat for Humanity (Home Repair Program)
11. Thurston County Inclusion (Inclusive Community Youth Program)
12. Strophy Foundation (Pathways to Stability)
13. Senior Services for South Sound (Home Share)
14. Community Youth Services (Haven House Crisis Residential Center)

The commission stood in recess from 4:42-4:48 p.m.

Although scheduled, Together! did not present to the commission at this meeting.

7. Adjourn

Chair Stephens adjourned the meeting at 5:44 p.m.



Human Services Commission Minutes

Thursday, July 2, 2026

Council Chambers and Online

1. Call to Order

Chair Stephens called the meeting to order at 5:31 p.m.

2. Roll Call

COMMISSIONERS PRESENT: Chair Brandon Stephens; Vice Chair Angelina Goldwell; Commissioners Nancy Dihle, Tiffany Walker, and John Grausam

COMMISSIONERS EXCUSED: Commissioners Lester Dickson and Dalia Martinez and Youth Council Representative Jennifer Zheng

STAFF PRESENT: 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

Chair Stephens moved to approve the agenda, as amended to include a new item 7(p), a presentation by Together!. Commissioner Walker seconded. The motion carried.

5. Public Comment

No one registered to speak, and there were no written comments.

6. Public Hearing

A. Public Hearing: 2026 Community Development Block Grant Program Annual Action Plan

Michelle Chavez, Human Services Coordinator

Chair Stephens opened the public hearing at 5:34 p.m.

Chavez presented the draft CDBG 2026 Annual Action Plan, a requirement of the U.S. Department of Housing and Urban Development's (HUD's) three-year CDBG Consolidated Plan. The plan describes expected resources, annual goals and objectives, projects, geographic distribution, and other information and program requirements. This is the second public hearing on the 2026 annual action plan. The first was held June 4, 2026, and a 30-day public comment period closed July 1, 2026. City Council approval will be requested before submitting the plan for approval by HUD. Chavez reported that changes to the draft annual action plan since the June 4 hearing include only cosmetic updates. CDBG program requirements were summarized, and it was reported that 90 percent of available funds (\$303,749) are proposed for public facilities and infrastructure improvements, and the remaining 10 percent (\$33,749) are proposed to cover administrative costs.

No one provided public testimony, and Chair Stephens closed the public hearing at 5:37 p.m.

Chair Stephens moved the Commission recommend the draft 2026 Annual Action Plan for City Council approval. Vice Chair Goldwell seconded. The motion carried.

7. 2026 Human Services Grant Program Applicant Presentations

A. Introduction

Michelle Chavez, Human Services Coordinator

The Human Services Grant Program has a budget of \$300,000 for nonprofit organizations providing direct services to people in the community. Chavez reported that the maximum award for public service is \$30,000 and the maximum award for capital projects is \$50,000. Funding priorities for 2026 include affordable housing and homelessness prevention, youth services, and behavioral health services. There were 29 applications and funding requests totaled \$858,712.

Commissioners received presentations from and asked follow-up questions of the following applicants for 2026 Human Services Grant Program funding:

1. Community Action Council of Lewis, Mason, and Thurston Counties (Lacey Housing Services)
2. Garden-Raised Bounty (Youth Program)
3. Homes First (Affordable Housing)
4. Cancer Pathways (Sparkle Family Program)
5. Interfaith Works (Sergio's Service Center)
6. North Thurston Education Foundation (Student Assistance Program)
7. Innovations Human Trafficking Collaborative (Healing Journey Home)
8. Aerospace Machinists Joint Training Committee (Future Ready Makers)

9. Family Promise of Puget Sound (Lacey Family Stabilization and Transitions)
10. Boys and Girls Club of Thurston County (Youth Experiencing Homelessness)
11. Mi Chiantla (Raices Unidas)
12. Family Support Center (Homeless Family Services)
13. Thurston Community Television--Thurston Community Media (Studio Production and Life Skills for Teens)
14. Crisis Clinic of Thurston and Mason Counties (Youth and Adult Crisis Intervention)
15. Together! (Host Homes)

The Commission stood in recess from 6:58 to 7:03 p.m.

Without objection, the presentation for the Family Support Center was taken before the presentation for Mi Chiantla.

Commissioner Walker was recused from the presentation by the Family Support Center because she works for the organization. Commissioner Walker stated she would not be scoring the application, and she left the meeting room during their presentation.

8. Director's Report

Chavez reminded commissioners of timelines and procedures for scoring and returning Human Services Grant Program applications, and summarized upcoming actions by City Council.

9. Adjourn

Chair Stephens adjourned the meeting at 8:09 p.m.



STAFF REPORT

Human Services Commission

August 6, 2026

Subject: 2026 HSGP Award Discussion
To: Human Services Commission
Prepared by: Michelle Chavez, Human Services Coordinator
Department Director: Shannon Kelley-Fong, Assistant City Manager
Reviewed By:
Final Review: Same as Department Director

mjc
SKF

Purpose: Action Item

Recommendation: Motion to Approve recommending Option 1 to the City Council.

Option 1 would recommend allocating 2026 Human Services Grant Program (HSGP) awards as follows:

1. Scores above 600 receive 90% of funding request (4 agencies), approx. \$27,000
2. Scores above 590 receive 80% of funding request (2 agencies), approx. \$24,000
3. Scores above 580 receive 70% of funding request (5 agencies), approx. \$21,000
4. Scores above 570 receive 43.3% of funding request based on remaining budget available (3 agencies), approx. \$13,000
5. Scores below 570 do not receive funding (15 agencies)

Brief: The purpose of this staff report is to discuss the 2026 HSGP score summary and recommendation for funding.

Alternatives:

1. Recommend 2026 HSGP funding to the City Council at some other level; see Options 2 and 3.
2. Do not provide a recommendation tonight. Provide staff with feedback to continue this discussion at a future Human Services Commission meeting.

Prior Review:

Human Services Commission - January 8, 2026 [LINK](#)

Human Services Commission – March 5, 2026 [LINK](#)

Human Services Commission – May 7, 2026 [LINK](#)

City Council Worksession – May 26, 2026 [LINK](#)

City Council Regular Meeting – June 2, 2026 [LINK](#)

Human Services Commission Special Meeting – July 1, 2026 [LINK](#)

Human Services Commission Regular Meeting – July 2, 2026 [LINK](#)

Advisory Board Recommendation(s):

N/A

Fiscal Impact:

Budgeted Item: Yes

Amount: \$300,000

Project Code: N/A

Funding Source: 001-0801-552.58-17

Attachments:

1. 2026 HSGP Score Sheet Summary

Policy or Legal Alignment:

1. [2026 HSGP Policy](#)

Background: General information on the City of Lacey's (City) Human Services can be accessed here: [Human Services - City of Lacey](#).

As part of the 2026 Budget, the Lacey City Council allocated \$300,000 to continue a comprehensive, reliable, and accessible Human Services Grant Program (HSGP). This program was established to replace the ad hoc funding the City provided to various non-profit groups in the past and make the process more equitable, efficient, and predictable for the community and the organization.

The Human Services Commission (HSC) provided recommendations on the 2026 HSGP policy. The City Council reviewed and approved the HSGP Policy for 2026. The HSGP policy remained largely the same, with the exception of the cap on social services funding and narrowing the focus of the priorities.

The cap on public service awards is \$30,000. The capital project cap remains \$50,000.

2026 HSGP funding priorities are:

- Affordable Housing / Homelessness Prevention
- Youth services, including child care
- Behavioral health services

Applications were open from June 3 to June 26, 2026, and an application workshop was held via Zoom on June 9th. The workshop was recorded and posted online along with the question-and-answer notes and HSGP rubric.

The City received 29 applications for a total request of \$858,712, including:

- 14 new applicants
- 27 service project applications
- 2 capital project applications



The HSC received presentations from all 29 applicants over the course of two meetings held on July 1 and 2, 2026.

Following the presentations, each commissioner used a standard rubric to score applications and turned them into the City for review and compilation. Each applicant could receive a total of 100 points from each reviewer (7), making a total of 700 points possible per applicant.

Based on the cumulative rubric scores, staff recommends the following options:

Table 1		
Option 1	Option 2	Option 3
Top Scores 90/80/70 percent funded	Top Scores 80/70/60 percent funded	Something Else
Remaining \$39,000 split three ways	Remaining \$72,000 split five ways	
14 Non-Profits Funded	16 Non-Profits Funded	
Scores below 570 not funded	Scores below 560 not funded	
4 first-time applicants would be funded	5 first-time applicants would be funded	
2 applicants who previously applied and did not get funded would be funded on their second attempt	2 applicants who previously applied and did not get funded would be funded on their second attempt	
8 returning HSGP grantees would be funded	9 returning HSGP grantees would be funded	

Staff recommends **Option 1**, with funding being allocated as follows:

1. Scores above 600 receive 90% of funding request (4 agencies)
2. Scores above 590 receive 80% of funding request (2 agencies)
3. Scores above 580 receive 70% of funding request (5 agencies)
4. Scores above 570 receive \$13,000 each based on remaining budget available (3 agencies)
5. Scores below 570 do not receive funding (15 agencies)

The total requested amount was similar in 2025 and 2026: \$841,761 and \$858,712. However, the award maximum was lowered on service programs from \$50,000 to \$30,000 based on the average HSGP award over the past two years. The number of agencies that applied in 2026 increased from 20 to 29.

Next Steps: Discuss the options and determine a recommendation from HSC to City Council.

Table 2**Proposed 2026 Human Services Grant Program Timeline
(Dates subject to change)**

Activity	2026 Dates
HSC Review Program Materials, Policy, Scoresheet (Rubric) Options	January
SC Review Draft Policy and Rubric	March
City Council Reviews Draft Policy and Rubric – Motion to Adopt	May 26
Program Opens for Applications	June
Applicant Presentations / Review and Score Applications	July (2 dates)
HSC Award Recommendations	August
City Council Final Approval	September
Program Year Begins	September

[illegible]

2026 HSGP Application Score Summary 2																
Agency (New Applicants in Blue)	Project	Priority Area	Service or Capital Project		Reviewer											
Project / Program Summaries				Amount Requested in 2026	1	2	3	4	5	6	7	Total Score (Possible 700)	Percent of Request	Suggested Award		
North Thurston Education Foundation (NTEF)	Student Assistance Program	Affordable Housing / Homelessness Prevention / Youth	Service	\$30,000	96	100	100	95	76	78	88	633	80.00%	\$24,000	80% Funding	
Boys and Girls Club of Thurston County	Club Membership and Services for Youth Experiencing Homelessness	Youth	Service	\$30,000	97	100	100	97	64	75	83	616	80.00%	\$24,000		
Family Promise of Puget Sound	The Lacey Family Stabilization and Transitions Project	Affordable Housing / Homelessness Prevention / Youth / Behavioral Health	Service	\$30,000	87	100	100	99	58	75	91	610	80.00%	\$24,000		
All Kids Win	Weekend Food Bag	Youth	Service	\$30,000	94	100	100	91	66	76	80	607	80.00%	\$24,000		
Rebuilding Together Thurston County (RTTC)	Critical Home Repair	Affordable Housing / Homelessness Prevention	Service	\$30,000	91	100	100	90	61	70	79	591	70.00%	\$21,000	70% Funding	
TOGETHER!	Host Homes	Affordable Housing / Homelessness Prevention	Service	\$30,000	92	100	95	88	70	70	75	590	70.00%	\$21,000		
Family Support Center	Homeless Family Services Program	Affordable Housing / Homelessness Prevention	Service	\$30,000	90	99	84	98	61	65	90	587	60.00%	\$18,000	60% Funding	
Strophy Foundation	Pathways to Stability	Affordable Housing / Homelessness Prevention / Behavioral Health	Service	\$30,000	92	100	90	96	59	74	75	586	60.00%	\$18,000		
The Skoolie Foundation	Hygiene Haven	Affordable Housing / Homelessness Prevention	Service	\$30,000	89	100	100	92	51	77	76	585	60.00%	\$18,000		
Community Youth Services	Haven House Crisis Residential Center	Affordable Housing / Homelessness Prevention / Youth / Behavioral Health	Service	\$30,000	90	100	100	93	55	79	67	584	60.00%	\$18,000		
Mi Chiantla	Raices Unidas: Strengthening Families through Culture and Connection	Youth / Behavioral Health	Service	\$30,000	79	100	95	86	73	72	77	582	60.00%	\$18,000		
Big Brothers Big Sisters of Southwest Washington	Site-Based Mentoring	Youth	Service	\$30,000	82	100	90	95	63	60	87	577	48.00%	\$14,400	Remaining \$72,000	
Thurston County Inclusion	Inclusive Community Youth Program	Youth	Service	\$29,586	83	100	85	92	65	68	84	577	48.67%	\$14,400		
Community Action Council of Lewis, Mason, and Thurston Counties	Lacey Housing Services	Affordable Housing / Homelessness Prevention	Service	\$30,000	96	100	100	85	62	61	72	576	48.00%	\$14,400		
Interfaith Works	Sergio's Service Center	Affordable Housing / Homelessness Prevention / Behavioral Health	Service	\$30,000	95	100	60	91	67	71	81	565	48.00%	\$14,400		
Ground Zero Outreach - GZOR	The Bridge to Stability and Mobile Outreach Program	Affordable Housing / Homelessness	Capital	\$30,000	83	100	70	92	69	76	73	563	48.00%	\$14,400		
Innovations Human Trafficking Collaborative	Healing Journey Home	Affordable Housing / Homelessness Prevention / Behavioral Health	Service	\$30,000	90	99	85	83	55	73	70	555				
The Crisis Clinic of Thurston and Mason Counties	Youth and Adult Crisis Intervention and Resource Referral	Youth / Behavioral Health	Service	\$30,000	89	100	55	93	72	78	68	555				
Senior Services for South Sound	Home Share	Affordable Housing / Homelessness Prevention	Service	\$30,000	90	100	75	91	52	70	75	553				
Garden-Raised Bounty	Youth Program	Youth	Service	\$30,000	84	85	100	77	54	62	79	541				
South Puget Sound Habitat for Humanity	Home Repair Program	Affordable Housing / Homelessness Prevention	Service	\$30,000	88	100	65	92	52	71	72	540				
South Sound Dance Access	Creative Dance in Lacey Schools	Youth / Behavioral Health	Service	\$30,000	76	90	70	93	57	71	76	533				
Cancer Pathways	Sparkle Family Program	Youth / Behavioral Health	Service	\$30,000	85	85	85	82	53	71	64	525				
Oly Camp Kitties	Spay, Neuter, Vaccination and Supply Program for Maple Court Enhanced Shelter	Affordable Housing / Homelessness Prevention	Service	\$7,555	68	81	85	92	60	47	76	509				
Aerospace Machinists Joint Training Committee (AJAC)	Future Ready Makers	Youth	Service	\$22,000	79	88	60	87	63	76	45	498				
God's Land	The Pathways to Self-Employment and Economic Independence Program (PSEI)	Affordable Housing / Homelessness Prevention	Service	\$30,000	72	88	80	90	53	64	50	497				
Thurston Community Television-Thurston Community Media	Studio Production and Life Skills Building for Teens	Youth / Behavioral Health	Service	\$30,000	73	85	70	88	55	60	63	494				
Homes First	Maintain Affordable Housing for 8 Residents	Affordable Housing / Homelessness Prevention	Capital	\$49,572	89	85	70	74	44	58	62	482				
Institute for Therapeutic Renewal (ITR)	Community Behavioral Health and Suicide Prevention Initiative	Behavioral Health	Service	\$30,000	70	90	20	60	55	55	57	407				
Total Requested 2026				\$858,712										\$300,000		