



**HUMAN SERVICES COMMITTEE
MINUTES
October 26, 2020**

I. CALL TO ORDER

The Human Services Committee meeting was called to order by Committee Vice Chair, Sue Miller, at 4:05 pm on Monday, October 26, 2020 via Zoom.

Committee Members present: Barb Derda, Janeane La Casse, Carmen Goers, Kelly Lindberg, Sue Miller, Shawn Parkhurst Paton,

Staff present: Community Services Manager- Joy Scott,
Human Service Program Coordinator- Kyla Wright

Absent: Jason Berry, Tammy Gourdine

II. PUBLIC HEARING

- Committee Vice Chair, Sue Miller opened the Human Service Committee Public Hearing to receive public comments and suggestions regarding the development of the 2021 Annual Action Plan. No comments or suggestions were received.

Committee Member Carmen Goers moved to accept the 2021 Annual Action Plan as presented. Committee Member Barb Derda seconded the motion. All Committee Members voted in favor of accepting the 2021 Annual Action Plan. The Public Hearing closed at 4:09pm

III. APPROVAL OF MINUTES

- Committee Member Carmen Goers moved to accept the September 28, 2020 meeting minutes; Committee Member Janeane La Casse seconded the motion. All committee members were in favor of adopting the minutes as presented.

The September 28, 2020 meeting minutes were approved.

IV. MISCELLANEOUS

- Kyla gave an update on the meeting with the City Council Human Services Special Focus Group. The Special Focus Group is chaired by Councilmembers Yolanda Trout-Manuel and Robyn Mulenga. The meeting was attended by Committee Chair Jason Berry, Committee Vice Chair Sue Miller, Joy Scott,

Kyla Wright, and Jeff Tate. The purpose of the meeting was to present the Committee's 2021-2022 Human Services Funding Recommendation prior to the recommendation going to the full City Council Members. The recommendations were well received with Special Focus Council Members wanting some follow up information including supplemental information on program overview, quarterly reporting templates, and sample scoring rubrics.

- Joy presented information regarding the upcoming Notice of Funding Availability (NOFA) for CDBG-CV funds. She explained that these funds consist of \$541,197 of round three CDBG-CV fund combined with \$205,000 of unspent 2020 funds totaling and available amount of \$746,197 which can be put toward public services for COVID response from January-December of 2021.

The unspent funds primarily come from Housing Repair budget which was unable to be used in 2020 due to services not able to be provided due to State level guidelines and public health social distancing restrictions to limit COVID exposure.

The NOFA application has a relatively short process due in part to a virtual participation process and Council approval timelines as these funds need to be approved by December 2020. The application opened on October 20 and will close on November 13, 2020. After applications have been received, Staff will complete an initial review of the applications and required documentation.

The applications will be forwarded to Committee Members on Monday, November 16 for discussion at the November Committee meeting.

The application is similar to the Kent and Federal Way application to streamline the process for applicants and reduce as many application barriers as possible. Outreach for application was conducted through several funding and regional provider listservs, Auburn's Economic Development team and business licensing.

- During the NOFA discussion, Committee members had questions about how to determine whether the cost per service unit is appropriate with services that are not as familiar to Committee Members. Staff will be able to provide some context to services and will provide an overview of the applications that will highlight any irregularities or concerns with the applications.

Committee Members requested that the application range for internet service application category be increased from \$40-50k to \$40-75k due to complexities having to navigate a number of different service providers and high demand of reliable internet access.

- Committee Member Carmen Goers motioned for the NOFA to be approved as amended. Committee Member Shawn Parkhurst Paton seconded the motion. All Committee Members approved the motion to approve the NOFA.

V. ANNOUNCEMENTS

- Next meeting, November 23, 2020 via Zoom.

VI. ADJOURNMENT

The meeting was adjourned at 4:58 p.m.

APPROVED THE 23rd day of November, 2020

*Caryn Goetz on
behalf of Jason Berry*

Jason Berry, Human Services Committee Chair

[Signature]

Jeff Tate, Director of Community Development

City of Auburn
Human Services Committee

October 26, 2020

4:00-5:00 p.m.

Virtual Meeting via Zoom

<https://zoom.us/j/96578211964>

Call in: 253-215-8782

Meeting ID: 965 7821 1964

Agenda

4:00 PM Welcome & introductions

Public Hearing

- Human Services Committee to conduct a public hearing to receive public comments and suggestions with regard to the development of the 2021 Annual Action Plan

Minutes

Jason

Miscellaneous

- Human Service Funding Recommendation Next Steps Kyla
- CDBG-CV Funding Presentation Joy
- CDBG-CV Process Overview Joy

5:00 PM Adjournment

Additional Information

Notes:

Reminders:

Recommendations to Council: Nov. 9, 2020

Next meeting: Nov., 23, 2020