

	Human Services Committee Meeting May 23, 2022 – 4:00pm City Hall Annex Conference Room 1 and Virtual 1 East Main St, Auburn
---	---

Public Participation

The Auburn Human Services Committee Meeting scheduled for Monday, May 23, 2022 at 4:00 p.m. will be held in person and virtually.

Virtual Participation Link:

To attend the meeting virtually please click one of the below links, enter the meeting ID into the Zoom app, or call into the meeting at the phone number listed below. The link to the Virtual Meeting is:

Zoom: <https://zoom.us/j/94337641827?pwd=RU9DWk0zdk51elRxc0ZNaEdqN0EvQT09>

To join the meeting by phone, please use the below call-in information:

253 215 8782
877 853 5257 (Toll Free)

Webinar ID: 943 3764 1827
Passcode: 707239

I. Call to Order

II. Welcome and Introductions

III. Public Input, Public Hearings, and Correspondence

a. Audience Participation

This is the place on the agenda where the public is invited to speak to the Human Services Committee on any issue.

1. The public can participate in-person, via phone, virtually via Zoom, or submit written comments in advance of the scheduled meeting. Participants can submit written comments via mail, fax, or email. All written comments must be received prior to 2:00 p.m. on the day of the scheduled meeting and must be 350 words or less.

Please mail written comments to:
City of Auburn

Attn: Joy Scott, Community Services Manager
25 W Main St
Auburn, WA 98001

Please fax written comments to:
Attn: Joy Scott, Community Services Manager
Fax number: 253-804-3114

Email written comments to:
communityservices@auburnwa.gov

- b. Correspondence**
- IV. Other Business**
 - a. Open Public Meetings Act- Updates**
 - b. 2023-2024 Human Service Funding Collaborative Application Update**
- V. Adjournment**



**HUMAN SERVICES COMMITTEE
DRAFT MINUTES
April 25, 2022**

The Human Services Committee meeting was not held on April 25, 2022 due to absence of quorum.

DRAFT

AUBURN
HUMAN SERVICES COMMITTEE

2023-2024
APPLICATION REVIEW

MAY 23, 2022

Department of Community Development

Planning • Building • Development Engineering • Permit Center
Sustainability • Community Services • Code Enforcement

AUBURN
VALUES

S E R V I C E

E N V I R O N M E N T

E C O N O M Y

C H A R A C T E R

S U S T A I N A B I L I T Y

W E L L N E S S

C E L E B R A T I O N

OVERVIEW

- Application Submission
- Binder Tour
- Review Calendar
- Questions

APPLICATION SUBMISSIONS

APPLICATION ENGAGEMENT

- Monday, March 14 through 4:30pm Thursday, April 28, 2022*
- share1app.org
 - All-City Funding Workshops
 - Tuesday, March 14 ~150 attendees
 - Wednesday, March 15 ~50 attendees
- [Auburn TA Sessions](#)
 - Eight virtual information sessions
 - 4 Priority Area-focused sessions- 27attendees
 - 1 CDBG session- 19 attendees
 - 3 General Question sessions- 5 attendees

APPLICATIONS RECEIVED

- HSFC received 300 applications totaling \$37,802,675 in requests

AUBURN APPLICATIONS RECEIVED		
PRIORITY AREA	NUMBER OF APPLICATIONS	REQUESTED AMOUNT
Basic Needs	48	\$970,927
Homelessness Interventions	17	\$651,603
Housing Stability	13	\$523,252
Job Training & Education	5	\$172,000
Unspecified	2	\$150,000
Total	85	\$2,467,782

AUBURN APPLICATIONS RECEIVED

- 80 of the 85 applications met the minimum qualifications for review

AUBURN APPLICATIONS ELIGIBLE FOR REVIEW		
PRIORITY AREA	NUMBER OF APPLICATIONS	REQUESTED AMOUNT
Basic Needs	45	\$917,256
Homelessness Interventions	17	\$651,603
Housing Stability	13	\$523,252
Job Training & Education	5	\$172,000
Total	80	\$2,264,111

REVIEW PROCESS

REVIEW DESIGNATIONS

	Basic Needs A	Basic Needs B	Basic Needs C	Homelessness Interventions	Housing Stability	Job Training & Education
Carmen Goers						
Jason Berry						
Sue Miller						
Shawn Parkhurt Paton						
Kelly Lindberg						
Erica Tomas						
Janeane La Casse						
Suzanne Pak						

- Each Committee members will be responsible for reading approximately half of the submitted applications from the designated Priority Areas

REVIEW CALENDAR

- **June 27 (Part1)**
 - Basic Needs A
- **June (Part 2)**
 - Basic Needs B
 - Housing Stability
- **July 25 (Part 1)**
 - Basic Needs C
- **July (Part 2)**
 - Homelessness Intervention
 - Job Training & Education
- **August 22**
 - Initial Full Review, All
- **September 26**
 - Final Full Review, All

June 27 (Part 1)	June (Part 2)	July 25 (Part 1)	July (Part 2)
Carmen Goers	Carmen Goers	Kelly Lindberg	Janeane La Casse
Jason Berry	Jason Berry	Erica Tomas	Suzanne Pak
Kelly Lindberg	Janeane La Casse	Sue Miller	Sue Miller
Erica Tomas	Suzanne Pak	Shawn Parkhurst Paton	Shawn Parkhurst Paton
	Kelly Lindberg		
	Erica Tomas		

REVIEW CALENDAR

	June 27- Part 1	June- Part 2	July 25- Part 1	July- Part 2	August 22	Sept 26
Carmen Goers	Basic Needs A	Basic Needs B/ Housing Stability			Initial Full Review	Final Review
Jason Berry	Basic Needs A	Basic Needs B/ Housing Stability			Initial Full Review	Final Review
Sue Miller			Basic Needs C	Homelessness Interventions/ Job Training & Education	Initial Full Review	Final Review
Shawn Parkhurst Paton			Basic Needs C	Homelessness Interventions/ Job Training & Education	Initial Full Review	Final Review
Kelly Lindberg	Basic Needs A	Housing Stability	Basic Needs C		Initial Full Review	Final Review
Erica Tomas	Basic Needs A	Housing Stability	Basic Needs C		Initial Full Review	Final Review
Janeane La Casse		Basic Needs B		Homelessness Interventions/ Job Training & Education	Initial Full Review	Final Review
Suzanne Pak		Basic Needs B		Homelessness Interventions/ Job Training & Education	Initial Full Review	Final Review

REVIEW STRUCTURE

- Committee Members responsible for reading the designated Priority Areas will need to attend that Review Meeting. Those meetings are optional for Committee Members not assigned to those applications.
- Scoring Rubrics need to be submitted to Kyla the Monday preceding the review meetings. Rubrics can be scanned/emailed, dropped off at City Hall annex, or picked up by staff from an Auburn location.
- Application comments and input from Committee Members for applications not assigned can be submitted to Kyla the Monday preceding the review meeting.
- All Scoring Rubrics will need to be collected by Human Services staff at the end of the review process.

BINDER TOUR

BINDER CONTENT

- Binders include the following sections:
 - Reference Materials
 - Auburn Application Supplemental
 - Human Services Grant Application
 - Program and Budget Upload Instructions
 - Outcomes Statement
 - HSC Acronyms
 - HSC Glossary
 - Scoring Rubrics
 - Paper applications for assigned priority area
- Applications for all priority areas will be available through online access, flash drives, or printed out by request

QUESTIONS