



City of Tacoma Human Services Commission

Wednesday, December 13, 2023

6:00 p.m.

Virtual and In-Person Meeting Minutes

Members Present: Chair Naomi Wilson, Vice Chair Marvin Cooks, Secretary Andee Walton, Laura Badeaux, Noemi Cagatin-Porter, Carlos Lugo, Kristi Coyne, and Addison Atkatsh.

Members Absent: Connie Ladenburg, Nikki Singh, and Kimberly Ellefson.

Staff Present: Vicky McLaurin, Interim Assistant Director (NCS)

1. Call to Order/Opening Remarks at 6:09

- Meeting chaired by Chair Wilson
- Roll call.

2. Approval of the November and December Agenda at 6:11

- Motioned by Commissioner Coyne to approve, seconded by Secretary Walton. Approved unanimously.

3. Review/Approval of October and November minutes at 6:13

- Motioned by Commissioner Coyne to approve minutes and Secretary Walton seconded. Approved unanimously.

4. Public Comment at 6:14

- No written public comments received.

5. Welcome New Member: Addison Atkatsh at 6:14

- Introductions.

6. Resource Management Team Overview at 6:23

- Presented by Jason McKenzie, Resource Manager.
- Introduction of Resource Management Team members, their roles, and responsibilities.
 - i. Responsibilities include handling budgets, contracts, invoices, and accounting, and contract adherence monitoring.
 - ii. Chair Wilson comments on small team size compared to large amount of work and the maintenance of funding for long-term contracts.
 - iii. Commissioner Lugo asks what the City can do to address problems before they become an issue.
 1. The team has developed new tools for onboarding new providers to know what to expect.
 - iv. Commissioner Cagatin-Porter asks about partnership with Pierce County and the separate systems required for pursuing fundings for smaller organizations and asks about decision to continue funding for some organizations.
 1. Jason McKenzie acknowledges platform improvement as an issue to address and requests additional feedback and ideas.
 2. Vicky McLaurin explains that funding is based on Council priorities and Department goals. The system, not the organization, is funded.



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- Chair Wilson congratulates Vicky McLaurin on her new role as The Systems and Strategy Division Manager.

7. Community Development Block Grant (CDBG) at 6:59

- Presented by Caleb Carbone, Homeless Strategy Systems and Services Manager, and Jason McKenzie, Resource Manager.
- Overview of CDBG funds, ESG funds, allocations, and recommendations to City's Executive Leadership.
- Chair Wilson asks what method is used for allocations and what leads to increases in funding.
 - i. Jason McKenzie explains funding fluctuates based on formula correlated to population and location.
 - ii. Caleb Carbone elaborates that small increases in funding overtime are received, federally.
 - iii. Vicky McLaurin adds that funds are subject to HUD.

8. Review/Excuse Absences at 7:19

- Commissioner Coyne motions to excuse Commissioners Ellefson, Singh and Ladenburg. Commissioner Cagatin-Porter seconds. Approved unanimously.

9. Good of the Order at 7:20

- Chair Wilson expresses gratitude to new Youth Commissioner, Commissioner Atkatsch.
- Chair Wilson expresses gratitude to Commissioners for the work this year.
- Many thanks and gratitude to Vicky McLaurin for her work with HSC and congratulatory remarks by all to her on her new role.
- Vicky McLaurin announces efforts in tandem with Caleb Carbone to recruit for replacement of Vicky as liaison for HSC.

10. Closing Comments/Adjourn at 7:26

- Chair Wilson adjourns the meeting at 7:26