



# City of Tacoma Human Services Commission

Wednesday, January 8, 2025  
6:00 p.m.

## Virtual and In-Person Meeting Minutes

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**Members Present:** Members: Chair Kristi Coyne, Vice Chair Laura Badeaux, Secretary Andee Walton, Addison Atkatsch, Noemi Cagatin-Porter, Jesse Carlos, Kimberly Ellefson, Carlos Lugo, Lasandra President, Kristen Marsh, Sarah Roemer, Collin Thrower, and Naomi Wilson

**Members Absent:** Connie Ladenburg\* and Nikki Singh

\*Commissioners who did not provide advanced notice of their absence.

**Staff Present:** Erin Watlington and Sarah Bridgeford

**1. Call to Order at 6:10**

- Roll call.

**2. Acknowledgement of Tribal Lands at 6:11**

- Read by Vice Chair Badeaux.

**3. Approval of the January Agenda at 6:18**

- Motioned by Commissioner Cagatin-Porter to approve and amend agenda, seconded by Commissioner Carlos, and approved unanimously.

**4. Review/Approval of Corrected October Minutes at 6:19**

- Motioned by Commissioner Walton to approve and amend the agenda, seconded by Commissioner Thrower, and approved unanimously.

**5. Review/Approval of November Minutes at 6:20**

- Motioned by Commissioner Thrower to approve and amend the agenda, seconded by Commissioner Carlos, and approved unanimously.

**6. Review/Approval of 2024 JAG Grant & Certifications at 6:21**

- Presented by Sarah Bridgeford, CW Principal.
- BJA grant for Criminal Justice services within Tacoma and Pierce County.
- The City's acceptance of grant requires HSC's review and approval as of 2023.
- Funds will be used through 2026 and split equally between City and County (\$169,617.50 each).
  - i. Focuses on youth and young adult interventions, inclusive service providers (BRAVE category).
- Commissioner Wilson asks how youth who qualify as "high-risk" are identified, and what defines "Youth and Young Adult".
  - i. Answer: NCS Staff will follow up with their answer on "high-risk"; "Youth and Young Adult" are defined as up to the age of 30.



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- Commissioner Thrower asks if HSC will have the opportunity to review how funding is allocated.
  - i. Answer: It is anticipated, though likely not involving the full commission.
- Commissioner Lugo motions to approve the grant, Commissioner Cagatin-Porter seconds. Approved unanimously.

### **7. Review of Human Service Commission Rules & Procedures at 6:34**

- Presented by Erin Watlington, NCS Staff
- The last full adoption of bylaws was in 2019. These should be reviewed annually. HSC Staff are asked to review bylaws and make recommendations to NCS Staff for modification and adoption for future meetings. Recommendations can be e-mailed.
  - i. Erin Watlington notes that the time for re-election of Officers should be addressed so as not to conflict with new term extension of Commissioners as of 2024.

### **8. Human Service Commission to 2025-2026 Planning at 6:42**

- Presentation by Erin Watlington, NCS Staff
- Recommendation for HSC to have a retreat (four hours on a Saturday in February).
  - i. February 1<sup>st</sup> is proposed date.
- Next funding cycle concludes in 2026, so NCS Staff will look at upcoming terms that are ending.
  - i. Commissioner Wilson asks for term end dates for Commissioners.
    1. Answer: September 30, 2025, term ends: Chair Coyne, Commissioners Ellefson Ladenburg, Lugo, Singh, and Atkatsch
    2. September 30, 2026: Commissioners Carlos, Thrower, Roemer, and Wilson.
  - ii. Commissioner Wilson asks if term end dates are the same in all Commissions within the City.
    1. Answer: Unknown currently.
  - iii. Commissioner Wilson proposes slightly longer terms for Commissioners and requests the discussion be added to the next agenda.
- Commissioner Badeaux asks if the seats are evenly distributed of five expiring each year?
  - i. Answer: Yes, unless you fill in an Officer vacancy in the middle of a term.

### **9. Public Comment at 6:56**

- None.

### **10. Review Excused Absences at 6:56**

- Commissioner Thrower motions to excuse Commissioner Singh, Commissioner Carlos seconds. All in favor.

### **11. Good of the Order at 6:57**

- Chair Coyne thanks everyone for attending despite technical difficulties.



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- Commissioner Thrower highlights recent report on homelessness, specifically the increased issue in WA State, though homeless youth have decreased.

### **12. Closing Comments/Adjourn at 7:00**

- Chair Coyne thanks everyone for participating.
- Next meeting will likely be at the retreat.
- Commissioner Cagatin-Porter motions to adjourn. Commissioner Thrower seconds.  
All in favor.
- Adjourn at 7:00.