

Citizens Advisory Board

Wednesday, February 12, 2020

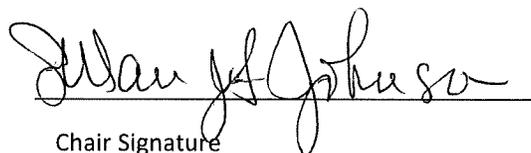
Soundview 3602 Pacific Ave, Tacoma

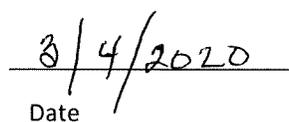
Members Present: Susan Johnson, Chair Sherry Martin, Vice-Chair Adriane Wilson Nathan Zink Robin Farris Roseanna Camacho Zellynda Perkins	Members Absent: Bryan Yambe Noemi Cagatin-Porter (ea)	Staff Present: Bryan Schmid Chris Cooley Donn Falconer Lynda Buchanan Margi Rudy Stephanie Bray Vy Yun
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MINUTES

6:02 – 6:02	Call to Order	
Action	The meeting was called to order by Councilmember Johnson at 6:02 pm.	
6:03 – 6:04	Approval of Agenda	
Action	CM Johnson asked for a motion to approve the agenda. Robin motioned; Nate seconded.	
6:04 – 6:04	Approval of Minutes	
Action	CM Johnson asked for a motion to approve the November minutes. Robin motioned, Nate seconded, unanimously approved.	
6:05 – 6:07	Human Services Branding	Lynda
Discussion	Lynda presented to members the new Human Services Branding, which consists of ADA compliant colors and fonts, and new email signature block.	
6:07 – 6:08	New Community Action Programs Manager	Chris
Discussion	<ul style="list-style-type: none"> - Chris introduced himself as the new Community Action Programs Manager. - Lynda provided members with an updated organization chart. 	
6:08 – 6:23	Energy Assistance Program Presentation	Donn
Discussion	<ul style="list-style-type: none"> - Donn introduced himself as the new Social Service Supervisor. He oversees energy assistance, weatherization, and minor home repair. - Donn's presentation gave an overview of the Energy Assistance Program, information on the program, use of ROMA, and success story. 	
6:23 – 6:32	Adopt a family Presentation	Lynda
Discussion	Lynda gave a presentation on the 25th year of Adopt a Family. <ul style="list-style-type: none"> - 19 departments participated in adopting 41 families (153 people). - All sponsors are Pierce County employees. - Each person/family nominated has worked with a program at Pierce County. 	
6:32 – 7:31	CSBG Action Plan Submission	Lynda, Margi, Donn
Discussion	<ul style="list-style-type: none"> - CSBG Action Plan reporting period 10/1/2018 – 9/30/2019. - Results were provided to members for each program: ChildReach, ECEAP, Energy Assistance, Home Repair, Weatherization, and Transportation. <p>Questions/Comments/Discussion</p> <ul style="list-style-type: none"> - Concern was made that when clients come for help, they leave in a worse situation with their landlord than when they came in. - We need to provide a voice for the people that are struggling. - Is there data on why clients need assistance? – this would be good to know. If we want to help the community, it's good to understand the issues they face. - Case findings and surveillance are a substantial part of data that is missing. - Applications are completed over the phone, staff go to client's home, or we arrange transportation for client to come to office. <p>Civic Engagement and Community Involvement</p> <p>Futures Project</p> <ul style="list-style-type: none"> - Focus groups – who are we serving? - Compared data with who we think we are serving and who we are working with. - Identify gaps in data, identify population, and identify populations we need to improve outreach to. <p>Poverty Simulation</p> <ul style="list-style-type: none"> - Event was cancelled by Pierce County Superior Court 	

7:31 – 7:32	CSBG Annual Plan Submission	Lynda
Discussion	<ul style="list-style-type: none"> - Annual report due to Commerce by 2/29/2020. - This plan will be present to Board at March meeting. 	
7:32 – 7:35	Action Item: Strategic Plan Review	Chris
Action	<p>Chris provided members a copy of the Strategic Plan (see attached).</p> <p>Lynda asked members for a vote to accept the Strategic Plan document.</p> <ul style="list-style-type: none"> - Susan moved to accept the Strategic Plan; Sherry seconded. - Motion approved with five in favor and one opposed. 	
7:35 – 7:41	Customer Satisfaction Data	Lynda
Discussion	<p>Lynda reported that 690 Customer Satisfaction surveys were mailed out and 188 were returned. The questions were developed department wide (generic questions). There was talk about making survey more applicable to each program.</p> <ul style="list-style-type: none"> - It was pointed out that #2 was asking two questions, but only one answer. A good way to validate data is to ask the same question, two different ways. - Mailing is also an outdated way of solicitating responses. The surveys should be sent out via multiple avenues, such as email. - Results may be flawed – clients do not want to bite that hand that feeds them. 	
7:41 – 8:05	Democratic Selection	Lynda
Discussion	<p>Lynda explained that CSBG requires a tri-part board: elected officials, low-income representative, and community representative.</p> <ul style="list-style-type: none"> - The six non-elected officials are included on a ballot for low-income participants to vote on who they wish to have the designation of low-income representative. - Ballots are counted and those not selected to represent low-income are then put into the community representative role. - Democratic selection mailed out 1/24/2020. - Mailed out to 341 clients, 75 ballots received back. - Results for low income representative: Sherry, Noemi, and Adriane. - Zellynda would like to challenge the designation of “low-income representative”. She says it's a barrier to diversity on the board. - Margi will provide more information on where the designations come from. <p>CSBG Monitoring Report</p> <ul style="list-style-type: none"> - Draft report received 2/4/2020. - Petition for Adequate Representation has been posted to CAB website (https://piercecountywa.gov/5936/Human-Services-Citizens-Advisory-Board) 	
	CDBG Review Panel Funding Recommendations	
	Agenda itemed tabled for future meeting.	
	Action Item: Committee of the Whole Approval FY 2020 CDBG Public Facilities & Public Services Funding Recommendations	
	Agenda itemed tabled for future meeting.	
	Good of the Order	
	Agenda itemed tabled for future meeting.	
	Public Comment	
	Agenda itemed tabled for future meeting.	
	Adjournment	
8:05 – 8:05	<ul style="list-style-type: none"> - CM Johnson asked for a motion to adjourned. Sherry motioned; Roseanna seconded. - Stephanie will submit plan without funding recommendations and a substantial amendment will be done. 	


 Chair Signature


 Date