Allocation Advisory Committee for Prevention Programs
October 9, 2019

Call to order

Dylan called the meeting to order at 6:33 pm.

Members Present:	Absent:	Staff Present:
Dylan Brown, Chair	Aaron Hallenberg (EA)	Stephanie Bray
Marcella Taylor, Vice-Chair	Cenora Akhidenor	Vy Yun
Kelvin (KC) Ceasar	Roxanne Miles	

Approval of Agenda

A quorum was not present to approve the agenda.

Approval of Minutes

A quorum was not present to approve the minutes.

Staff Report

Stephanie reports the following:

- The reason we do not have a quorum tonight is because Roxanne and Cenora are still on the roster; their terms do not expire until November 30, 2019.
- We've done a lot of recruiting with the help of our Social Media Specialist, but we have not received any applications. Stephanie mentions that we received over 50 applications for B-15, and only 19 applicants were selected to be on the Board. She may reach out to the applicants that live in unincorporated Pierce County to see if they are interested in joining but will need to find out if that's ok. Dylan suggests reaching out to school districts. KC says he will give Stephanie Joe's contact information from Franklin Pierce. Dylan says all the unincorporated areas should have subarea communities; KC says to check with Marci, she maintains the master list of neighborhood coalitions.
- Stephanie sent out an email that Council did revise the VP code which meant some agencies did not receive funding. KC asks when a list will be released. Stephanie answers it is out in the Exec's proposed budget, but it will not be finalized until it is approved by Council. Stephanie says if someone is inquiring about the list that they can contact her.

Committee's Discussion FY 2020 Funding Process

The application was reviewed, and the following edits were requested:

- Question C. 1 Mission – change to what is the mission of *the program*?
- Question C.4 Service Area – include a small table to show the percentage served in unincorporated areas for the program.
- Questions on the application will be rearranged to match the rating sheet.
- Add the weight of each question on the application.
- Drop Question C.15 and have this fall under demonstrability.
- Have applicants calculate cost per unit; this will not be scored as KC points out each program is different, and it would not be comparing apples to apples. Dylan says it's a valuable question to ask so the agency is aware of how many people are served and how much is spent to serve those people.
- Question C.9 Program Priorities – list the 5 promises and provide space for agency to fill out. Also include a note that "if this does not pertain to the program…".

- Stephanie explains we grouped the agencies together and solicited feedback on outcome and indicators they were using. The outcomes are what the majority of agencies are using, and Stephanie does not recommend changing, but if we move in that direction, she suggests involving the agencies. KC makes a recommendation to do an overview review of the outcomes in the future.
- Question D.3 Outcomes – add describe the process and *provide the tool*.
- Budget may be separate from the application to make it easier for agencies to complete.
- Request to include our auditor to score the Fiscal Responsibilities section for Organization Sustainability. Stephanie will ask Fiscal.
- Discussion of missing documents, incomplete questions, and late submission will dock points from applications (i.e. penalty). Stephanie clarifies late submissions do not move forward, but incomplete or missing go through.
- Add bullet on the rating sheet, under Fiscal Responsibility, to show if agency submitted all fiscal documents. This will be weighted at 3 points.
- Identify outcome and 2 indicators = 3 points.
- Question E. 8 Fiscal Management – Stephanie will clarify Number of Clients Served at the Workshop as Marcella noticed the number is the same going all the way down the table.
- Committee would like to see complete budget, not just VP funding.
- Marcella would like to request a list of who the agencies are contracted with, such as a letter of recommendation to show they have a working relationship with the agency.

2020 Meeting Dates
- Stephanie asks to hold the following days for presentations:
  - April 9, 16, 23, 30
  - May 14
  - June 11
- KC says if we bring in new members, it would be a good idea to have a meeting in January and have TJ attend. Stephanie says to hold January 14 and February 11 – she will email it out, but we will only need one of the dates.
- Marcella asks if TJ attends, she would like a better picture of unincorporated Pierce County.

Elections
A quorum was not present to vote on elections.

Public Comment
Rick Slaughter, President of Haven Teen Center in Orting

- Program was not recommended for funding and wanted to explain that they went back and reviewed how many of their kids are not in the city. They found out that 27% of kids are from unincorporated Pierce County; they had thought it was more.
- They originally asked for $44,500. They want to revise that to 27% at $12,015.
- They have a new program director, Jeremey, who came from the Red Barn, and the funds will be used to fund his position.
- Stephanie explains the funding for 2020 has closed, but there is an option to reach out to your Councilmember. The Request for Proposal (RFP) for 2021 will be released in February.
- KC suggests reaching out to local foundations. Rick asks the Committee if they could reach out to him if they think of anything else.

Good of the Order

- The Buckley Youth Center has asked to meet with Stephanie on Thursday, and they would like to know how to structure evaluation, other than the survey they've been using, and brainstorm opportunities and challenges of being a youth center vs structure afternoon program or large organization.
    - Be more focused on how the program does to prevents youth violence vs being a drop-in center.
    - Demonstrate the population they serve tend to experience youth violence and they fill that gap.
    - Doing something to actively encourage people who are having those experiences participate in their program.

Adjournment

Dylan adjourned the meeting at 8:08 pm.

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Chair   Date