CITY OF SEATAC
Community Services Advisory Committee
Minutes

April 9, 2018	SeaTac City Hall
5:30 PM	Riverton Room

Call to Order	Meeting was called to order by Judith Williams at 5:45 PM.
Members Present	Cheryl Forbes, Judith Williams, Kent Palosaari
Members Absent	Anela Delalic, Maria Wachtel
Staff Present	Kim Cooper, Human Services Coordinator, PCPS Gwen Rathe, Administrative Assistant III, PCPS
Others Present	Councilmember Peter Kwon
Approval of Minutes	Minutes dated March 12, 2018 were approved as written.

BUSINESS

Presentation: Children's Therapy Center	Steve Wright from Children's Therapy Center (CTC) gave a presentation on their services. CTC provides essential therapy services for children with special needs ages birth to 18 years. Offering both home-based and center-based services, CTC works with family members and care providers to provide physical, occupational, and speech-language therapies. CTC currently has four locations including Burien, Kent, Tacoma and Black Diamond/Maple Valley. Children ages birth to three years are seen within 45 days. There is a waiting list of approximately 500 for ages 3-18 so families have to wait about two years for service.
Review 2019/2020 Human Services Agency Application Process and Strategy:	The Committee discussed the process for reviewing and scoring the requests for funding. Judy Williams said that in the past, the Committee read through and scored the applications over three meetings. One third of the applications reviewed at each meeting.
New Business: Discussion of Process Moving Forward	Kim Cooper will put together a scoring sheet and will send to Committee members for comments/changes prior to the May meeting. Judy will send one that was used in the past. Kim will also try to get scoring sheets from a couple of other cities to see what they use. The Committee requested a timeline for the process. Kim will work on that.
Next meeting:	May 14, 2018
Adjourn:	Meeting was adjourned at 7:30 PM.