

CITY OF SEATAC
Community Services Advisory Committee
Minutes

May 14, 2018
5:30 PM

SeaTac City Hall
Riverton Room

Call to Order	Meeting was called to order by Cheryl Forbes at 5:26 PM.
Members Present	Cheryl Forbes, Judith Williams, Kent Palosaari, Anela Delalic, Maria Wachtel
Members Absent	
Staff Present	Kim Cooper, Human Services Coordinator, PCPS Lawrence Ellis, Parks, Community Programs & Services Director
Others Present	Councilmember Peter Kwon, Councilmember Clyde Hill, Melissa Wells, Charisse Oden
Approval of Minutes	Minutes dated April 9, 2018 were approved as written.

BUSINESS

Presentation: Chinese Information Service Center- Steven Lam	Steven Lam from Chinese Information Service Center (CISC) gave a presentation on their services. CISC provides cultural navigation, language services, school system assistance, safety, family services and employment training. It is a network platform to help connect with other providers in the area to help immigrants with their cultural difficulties. They partnership with other agencies such as Korean and Somali resource centers. Services are for ages birth to seniors and is a collaborative outreach program. This is a long standing agency that is located in Redmond, Washington.
Review 2019/2020 Human Services Agency Application Process and Strategy:	The Committee discussed the process for reviewing and scoring the requests for funding applications. The Committee has agreed to score 20 applications per meeting. The scoring process will be done outside of the meeting and brought to the following meeting for conversation. They will keep all score sheets until the end of the process and then turn them in to Kim Cooper for final score tallying. Score sheets and books were passed out to all members. The Committee has agreed to a "special" meeting on June 23, 2018 from 5:30-7:30 p.m. to score an extra 20 applications to keep on schedule. Timeline for completion is targeted for early August.
New Business: Discussion of Process Moving Forward	<p>Cheryl Forbes made a short speech thanking all the members for the years of commitment to the Advisory team and said her goodbyes. The Committee thanked her for her years of commitment.</p> <p>The future new members, Charisse Oden and Melissa Wells were introduced and welcomed.</p> <p>Committee talked about tonight's presenter and the agency's long standing service and the need for a possible space here in SeaTac. Judith Williams suggested we talk with Lutheran Community Services to see if there is space there.</p> <p>Discussion on the YMCA not having a director at this time and the need for better services. Kent Palosaari expressed that he would like to see this</p>

agency succeed and maybe reach out as a committee to try to help solve the issues.

Maria Wachtel asked if they could visit the different agencies who are requesting funding and ask them questions and possibly tour some of the agencies. The agreement would be to direct the questions by email to Kim Cooper and she will contact the agency and email the answers to the Committee as a whole. If they determine we need more information we will try to arrange for them to attend an Advisory Committee meeting for further inquiry. If the Committee would like Kim Cooper to visit any of these locations she will do that and report back.

Lawrence Ellis suggested to present a PowerPoint presentation for the next meeting to explain the funding process and the breakdown of the funding. This will help the new members understanding where the money comes from and how it is allocated.

Committee will elect a Chair and Co-chair at the next meeting.

Next meeting: June 11, 2018

Adjourn: Meeting was adjourned at 7:10 PM.