Steering Committee Meeting Minutes
June 8, 2015  2:00 - 4:00 PM
Thurston County Courthouse
Building One, Room 280
Olympia, WA  98502

Committee Members in Attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Attendance</th>
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</thead>
<tbody>
<tr>
<td>Virgil Clarkson</td>
<td>City of Lacey</td>
<td>X</td>
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<tr>
<td>Jeannine Roe</td>
<td>City of Olympia</td>
<td>X</td>
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<tr>
<td>Joan Cathey</td>
<td>City of Tumwater</td>
<td>X</td>
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<td>Sandra Romero</td>
<td>Thurston County</td>
<td>X</td>
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<tr>
<td>Paul Knox</td>
<td>United Way</td>
<td>X</td>
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<tr>
<td>Dennis Mahar</td>
<td>United Way</td>
<td>X</td>
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<tr>
<td>Faith Trimble</td>
<td>United Way</td>
<td>X</td>
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<tr>
<td>Ben Morales</td>
<td>United Way</td>
<td>X</td>
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- Gary Aden, Linda Abell, Jeremy Wolf: Thurston County
- Sara Kukkonen: United Way

Welcome
The meeting was called to order at 2:07 PM by Co-Chair Sandra Romero.

Agenda and Minutes Review
Sandra led the group through a review of the agenda.
Minutes from the May meeting were reviewed; there were no changes.
Virgil made a motion to adopt the minutes, the motion was seconded by Paul.

Funding Round Status
Gary explained that due to a formula error in the worksheet, the actual funding available is $36,133 less than what was allocated for awards at our last meeting. The corrected worksheet was presented with two quick options to get the conversation started.

Additional Funding from Jurisdictions
Lacey – Virgil reports that the city is willing to contribute $7500 with the stipulation that all other jurisdictions, including the county, make the same matching contribution.
Thurston County – Sandra stated Thurston County spends millions of dollars on Social Service Programs every year and is not in a position to make an additional contribution. Of the county budget, 77% goes directly to Law & Justice. She reminded members that the county is already contributing more than the agreed formula:

The funding contribution from each jurisdiction shall consist of a minimum annual amount of not less than ½ of 1% of the last full year of the general sales and use taxes collected.

Due to the current budget which includes opening the Account Restitution Center (ARC) the county has considered reducing the amount which is over the agreed formula.

Olympia – Jeannine discussed additional funding at a recent city meeting. Those present had mixed feelings but ultimately can’t support a change in the agreed formula. She is curious if other jurisdictions are making contributions per the agreement.

Tumwater – Joan said that at the recent City Council meeting, there was agreement to contribute $6600 if others contribute. Given what the other jurisdictions have decided, Joan will find out if Tumwater will agree to the additional funds.

Paul would like to see more parity in contribution and all agree that this is a topic which needs further discussion at a future meeting. Sandra reminded the group that the CIP Memorandum of Understanding is up for renewal this year.

**CHOICE Funding Request**

Gary was recently contacted by the Executive Director of Choice Regional Health because the agency has approximately $3000 in unspent funds from their 2014-2015 CIP award. CHOICE is requesting an extension to their contract in order to use the funds. The terms of the contract do not allow for an exception and after discussion, all members agreed to deny the request and to add the unspent funds to the total for 2015-2016.

**Final Proposed Funding**

Members discussed the different funding options given the reality of available funds.

Dennis made a motion to fund all #1 proposals at 75% and fund #2 proposals at 50% until all funds were spent, with the exception of three previously approved proposals: Pizza Klatch, Community Kitchen and CEILO. Joan Cathey seconded the motion.

A vote was taken and all were in favor and the motion passed.

Members agreed that if additional funds become available, funding of #2 proposals will continue until those additional funds are spent.
Communication – Funding Announcement & Responses

Gary shared a copy of the award letter to be sent to recipients and asked for suggestions and approval. Virgil made a motion to approve the letter, Dennis seconded.

Paul offered to create and distribute a press release with quotes from the CIP co-chairs.

Gary reminded members about the CIP Review Committee Reception at the Coach House on June 15th from 5:30 – 7:00pm. This is a good opportunity to hear feedback from those who read and ranked the proposals.

Next Meeting: July 13, 2015

Topics: Renegotiate Community Investment Partnership MOU
Consider the coordination of funds (TST, CDBG, etc ...) and combining efforts with Thurston Thrives in order to make a collective impact.
Discuss possible or perceived conflict of interest in review committees.
Make improvements to process based on ideas that are evidence based and innovative.

The meeting was adjourned by Co-Chair Sandra Romero at 4:00 p.m.