



CITY OF  
BAINBRIDGE ISLAND

HUMAN SERVICES FUNDING ADVISORY COMMITTEE  
MONDAY, OCTOBER 17, 2016  
6:00 PM – 8:00 PM  
CITY HALL  
COUNCIL CONFERENCE ROOM  
280 MADISON AVENUE NORTH  
BAINBRIDGE ISLAND, WA 98110

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## MINUTES

### ATTENDING HSFAC MEMBERS:

SUSAN BUCKLES  
ARIEL SCHULTZ  
JACKIE SILER

STEPHEN WALKER  
KAYCIE WOOD

CHAIR

MIKE SCOTT

### ALSO ATTENDING:

LESLIE SILVERMAN, PHILANTHROPY  
NORTHWEST  
TED LORD, PHILANTHROPY NORTHWEST  
JOE LEVAN, CITY ATTORNEY

### ABSENT:

ASAPH GLOSSER

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COUNCILMEMBER MICHAEL SCOTT CALLED THE MEETING TO ORDER AT 6:00 PM.

THE AGENDA FOR THE MEETING WAS APPROVED.

PHILANTHROPY NORTHWEST CONSULTANTS FACILITATED THE MEETING BEGINNING WITH INTRODUCTIONS AND OVERVIEW OF AGENDA.

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THE HSFAC MEMBERS (THE "COMMITTEE") HEARD A PRESENTATION ABOUT THE OPEN PUBLIC MEETINGS ACT AND PUBLIC RECORDS ACT TRAINING LED BY JOE LEVAN, CITY ATTORNEY.

THE COMMITTEE REVIEWED UPCOMING MEETING DATES, DISCUSSED PURPOSE OF CITIZEN PANEL, EXPECTATIONS OF ROLE AND VISION FOR SUCCESS IN HOW COMMITTEE. HELPFUL TIPS ABOUT MANAGING THE REVIEW PROCESS WERE ALSO OFFERED BY MEMBERS WHO HAVE PREVIOUSLY SERVED ON THE COMMITTEE.



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PHILANTHROPY NORTHWEST TEAM LED A WALKTHROUGH OF THE RFP TO FAMILIAR COMMITTEE WITH WHAT IS BEING ASKED OF APPLICANTS, AND PROVIDED A BRIEF INTRODUCTION TO ELEMENTS OF A SUCCESSFUL GRANT REVIEW PROCESS.

COMMITTEE, UPON LEARNING THAT THERE ARE SIX CITIZENS ON THE PANEL, INQUIRED ABOUT THE STEPS TAKEN IN THE EVENT OF A "TIE" DURING THE RECOMMENDATION PROCESS AND CHAIR MIKE SCOTT CONFIRMED THAT HE HAS VOTING RIGHTS AND WOULD OFFER HIS VOTE, IF NEEDED.

THE MEETING WAS ADJOURNED AT 7:55 PM.

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MICHAEL SCOTT, CHAIR 11/10/16