



CITY OF  
BAINBRIDGE ISLAND

HUMAN SERVICES FUNDING ADVISORY COMMITTEE  
WEDNESDAY, OCTOBER 10, 2018  
5:00 PM – 7:00 PM  
CITY HALL  
COUNCIL CONFERENCE ROOM  
280 MADISON AVENUE NORTH  
BAINBRIDGE ISLAND, WA 98110

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## AGENDA

- MEMBERS:** SUSAN BUCKLES      JACK MACARTHUR  
ASAPH GLOSSER      PAUL STUMME-DIERS  
REEVE FRITCHMAN      STEPHEN WALKER
- CO-CHAIRS:** COUNCILMEMBER MATTHEW TIRMAN  
COUNCILMEMBER LESLIE SCHNEIDER
- 5:00**      CALL TO ORDER
- ACCEPT THE AGENDA
- APPROVE MEETING MINUTES FROM SEPTEMBER 17, 2018
- 5:10**      EVALUATION OF PROPOSALS/ASSEMBLE CLARIFYING  
            QUESTIONS
- 6:45**      REVIEW UPCOMING MEETING DATES AND REMAINING  
            COMMITTEE SCHEDULE
- 7:00**      ADJOURNMENT



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**Minutes**

Attending HSFAC Members: Susan Buckles                      Jack MacArthur  
   Stephen Walker                      Paul Stumme-Diers  
   Reeve Fritchman

Attending Co-Chairs:                      Matthew Tirman, Councilmember  
   Leslie Schneider, Councilmember

Also Attending:                      Leslie Silverman, Philanthropy Northwest  
   Robbie Sepler, Deputy City Attorney

Absent:                      Asaph Glosser, HSFAC Member

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Councilmember Matthew Tirman called the meeting to order at 5:00 PM.

The agenda for the meeting was approved. It was suggested that a) “conflict of interest” be added to the agenda for future meetings when the orientation is scheduled for citizen peer reviewers and b) we allow sufficient time for public comment on the agenda.

Philanthropy Northwest consultant facilitated the meeting beginning with introductions and overview of agenda.

The HSFAC members (the “Committee”) heard a presentation about the Open Public Meetings Act and Public Records Act Training led by Robbie Sepler, Deputy City Attorney.

The Committee reviewed upcoming meeting dates (including agreement on the added meeting date of October 10), 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.

A committee member raised a concern around the compressed nature of the October meetings and review members who have served in this capacity previous cycle commented that the time does seem tighter between meetings but there are benefits to having the information fresh to draw from when review discussions take place.

Philanthropy Northwest team led a walkthrough of the RFP to familiarize Committee with what is being asked of applicants, changes from prior cycle, and provided a brief introduction to elements of a successful grant review process.

Co- Chairs also discussed their role to attend the future review discussion meetings and presentations by applicants to learn about the proposals and be able to address questions by councilmembers when the recommendations are put forth for a vote.

The meeting was adjourned at 6:55 PM.

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Matthew Tirman, Co-Chair

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Leslie Schneider, Co-Chair