

**RECORD OF PROCEEDINGS
CITY OF LAFAYETTE, COLORADO**

**Mental Health and Human Services Grant Program Advisory Committee Meeting
July 25, 2023**

I. OPENING OF REGULARLY SCHEDULED MEETING

Call to Order

The July 25 meeting of the Mental Health and Human Services Grant Program Advisory Committee was called to order at 6:01 pm. The meeting was conducted in-person at the Lafayette City Hall Council Chambers at 1290 S. Public Road, Lafayette, CO 80026.

Roll Call

Those in attendance from the Mental Health and Human Services Grant Program Advisory Committee were Committee Chair Dvorak, Vice Chair Volckens, Member David, and Member Rice. Committee Member Guerrie joined the meeting at 6:11 pm. Committee Members Cowan and Mallon was absent and excused.

The City staff member present was Management Fellow Alexander Nelson.

III. PUBLIC INPUT

There was no written or oral public input.

IV. AGENDA ITEMS

A. Items for Approval

A motion was made by Vice Chair Volckens to approve the Committee bylaws. Committee Member David seconded the motion, and the motion passed unanimously.

The Committee reviewed the July 19 meeting minutes and had two discrete corrections: the addition of Vice Chair Volckens to the Roll Call portion of the minutes and fixing a misspelling of Committee Member David's name. ***Vice Chair Volckens moved to approve the July 19 meeting minutes as revised. Committee Member Rice seconded the motion, and the motion passed unanimously.***

B. Staff Update

Management Fellow Alexander Nelson presented a staff update to the Committee, including an overview of what was covered at the July 19 meeting; an update on the grant application announcement and communications; and a reminder of the Committee meeting schedule.

C. Committee Discussion

Management Fellow Alexander Nelson presented draft application review criteria prepared for the Committee's discussion. The draft criteria consisted of three sections: Organizational Eligibility, Service Alignment, and Program Impact. The presentation focused on one section at a time, followed by Committee discussion of each section.

Regarding Organizational Eligibility, the Committee requested that the section be reviewed by staff and have 15% weight of the total application score. The Committee also requested to

remove the application eligibility from the scored portion and consider that a “yes/no” question for the applications instead.

Regarding the Service Alignment section, the Committee requested to adjust the section weight to 25% and did not want to prioritize a specific funding area. The Committee discussed adding an additional consideration to this section centered around the service being informed by people with lived experience, whether through engagement or staff providing the service having utilized similar services.

Regarding the Program Impact section, the Committee requested to adjust the section weight to 60%; agreed with revising language around program evaluation to focus more on scoring against established goals and the program’s effectiveness in addressing an identified area of need; and revising the language around utilizing sound evidence and research to inform the program scope to instead being “evidence-informed and based on best or promising practices.” The Committee also requested to add a disclaimer to the review criteria document indicating that the Committee will use the criteria to score applications but reserves the right to also make recommendations based on overall service portfolio of the highest scoring applications to ensure balance across eligible services.

Management Fellow Alexander Nelson presented an overview of funding limits, indicating that the Committee could choose to establish funding limits for the applications, including minimum or maximum grant amounts. The Committee decided to not establish funding limits or put bounds on the types of funding organizations can request for the 2024 grant cycle.

Management Fellow Alexander Nelson concluded the Committee Discussion portion of the agenda with an update of next steps and upcoming meeting dates: Monday, September 18; Monday, October 9; Thursday, October 19; and Monday, November 16.

V. ADJOURN

The meeting was adjourned at 7:26 pm.

CITY OF LAFAYETTE, COLORADO

ATTEST

Mental Health and Human Services Grant
Program Advisory Committee
David Dvorak, Chair

Alexander Nelson, Staff Liaison

The minutes herein are a summary of the business conducted at this meeting, not a verbatim transcript. Only the actions taken and the text appearing in quotation marks are verbatim.