

CITY OF BELLEVUE
HUMAN SERVICES COMMISSION
MINUTES

July 3, 2018
6:00 p.m.

Bellevue City Hall
City Council Conference Room 1E-113

COMMISSIONERS PRESENT: Chairperson Mercer, Commissioners Kline, Ma, McEachran, Oxrieder, Perelman, Piper

COMMISSIONERS ABSENT: None

STAFF PRESENT: Alex O'Reilly, Dee Dee Catalano, Christy Stangland, Toni Esparza, Department of Parks and Community Services

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chair Mercer who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Perelman who arrived at 6:18 p.m. Commissioner Kline participated via telephone.

3. PETITIONS AND COMMUNICATIONS – None

4. STAFF AND COMMISSION REPORTS

Commissioner McEachran reported that the Wilburton commercial area CAC report was delivered to the City Council on July 2. The plan is called out as being a bold land use vision that adds capacity and additional opportunity for incentivized housing, and collaborative housing based on the technical advisory group.

Commissioner Ma said he recently learned that Sophia Way was awarded \$100,000 from Symetra. Human Services Manager Alex O'Reilly said those funds could possibly be used to keep their shelters open during the summer

5. DISCUSSION

A. Round 2 of Application Review – Goal 5

Grant Coordinator Dee Dee Catalano informed the Commissioners that after completing the review of the Goal 5 applications it would be possible to take a quick look at the big picture. She said the Commission's meeting on July 17 will entail getting into the nitty gritty of finalizing the preliminary recommendation.

Ms. O'Reilly called attention to the email she sent around to the Commissioners that included a response from the City Attorney in regard to the Muslim Association of Puget Sound (MAPS). She also pointed out the memo in the desk packet from the City Attorney regarding faith-based organizations in general. She said she sent the mission statements from each of the faith-based applicants to the City Attorney to review.

Ms. O'Reilly noted that she had also forwarded to the Commissioners an email from the MAPS treasurer in which he answered questions asked by the Commission. To the question of whether or not the organization would consider having its next Form 990 produced by an outside party, the answer given was yes. The email also answered the question of what they meant by a hybrid financial review. In a separate email received from Ms. Sharif, the question of whether or not the organization requires any religious activity in order to receive services was answered no.

81. AtWork! : AtWork! - Community Inclusion

Chair Mercer noted the ask was 266 percent more than the previous allocation to the program.

Commissioner Oxrieder pointed out that the program lost its United Way funding, but suggested the increase in the ask was overly high. She said she would support going with \$25,000 or \$30,000.

Commissioner Piper said he would recommend a COLA increase. Chair Mercer and Commissioners Ma and McEachran concurred.

Commissioner Ma agreed that the service provided by the program is unique. However, the number of residents served is quite low.

Commissioner Kline said she was disappointed that the agency was not asking other cities to fund the program. She agreed that the service is very important and said she is in support of the program. She also agreed, however, that the program serves very few Bellevue residents. She said she could support holding the application flat to let the agency know they should be seeking funds from other jurisdictions.

There was consensus to fund the application with a COLA increase, and to pass along a recommendation that the agency seek funding from other jurisdictions for the program.

82. AtWork! : AtWork! - Community Liaison

Chair Mercer commented that the ask represented a 17 percent increase over the previous allocation amount. She pointed out that the agency is seeking funding from other cities for the program.

There was consensus to fund the application with a COLA increase.

83. Bellevue College: Center for Career Connections

Commissioner Piper recommended a COLA increase.

Commissioner Ma recommended fully funding the request, noting that the program is aligned with many of the city's goals. Bellevue College serves a majority of minorities, immigrants and people who are looking to become employed.

Commissioner McEachran agreed the application should be fully funded. He said Bellevue College does an excellent job of navigating all of their students through the system. Inevitably the result is students moving into certificated programs.

Chair Mercer said she would support full funding, and Commissioner Piper said he would not object to that.

There was consensus to fully fund the application.

84. Bellevue College: Head Start

Chair Mercer said the ask represented a 25 percent increase.

Commissioner Oxrieder pointed out that the program is serving more than expected. She recommended fully funding the application. Commissioner Piper concurred.

Commissioner McEachran said Bellevue College is one of the city's largest neighborhoods and it only makes sense to reach out to Bellevue people through the college.

Chair Mercer said she liked the fact that they were seeking funding from Issaquah as well. She said she would support full funding.

There was consensus to fully fund the application.

85. Bellevue College: Preparing for Work

Chair Mercer commented that the increase in the ask was significant.

Commissioner Oxrieder asked if faculty wages was the driving factor behind the increase in the request. Commissioner Piper allowed that it is.

Commissioner Piper recommended a COLA increase based on the questions that were asked and answered. He said he understood the increase in the request given the increase in instructor salaries, but the service units remain flat.

Commissioner McEachran said they can only serve so many, which limits the number of service units. He noted that he had recused himself relative to the application.

Chair Mercer recommended a COLA increase. Commissioners Oxrieder and Ma concurred.

There was consensus to fund the application with a COLA increase.

86. Bellevue School District: Early and Extended Learning Program

Chair Mercer said the request represented an increase of 35 percent.

Commissioner Ma noted that Commissioner Perelman had previously questioned whether the city should be involved in funding the Bellevue School District, which could be getting funding from other sources. He allowed that the program is important but shared the concern about the city funding a district program.

Commissioner Perelman said she could support a COLA increase.

Chair Mercer commented that the need is high and she would support moving additional dollars into the program should more funding be received.

Commissioner Kline pointed out that the program received \$96,000 from Best Start for Kids, and she said she thought that represented new money that did not replace another funding stream. Commissioner Perelman said the program previously lost Head Start dollars which were replaced by the Bellevue Schools Foundation for the last year or so. The increase in the ask is intended in part to mitigate those funds. They have access to sources of dollars that other organizations do not have. She added that she would like to see the program target its dollars to the most needy families, but that is not how they are set up.

Chair Mercer agreed that the increase in tuition and fees means there are more kids paying for the program, and that means Bellevue dollars can be used to help offset costs for those who cannot afford to pay.

Commissioner Perelman pointed out that it cannot be said for sure that the district can seek and obtain funding from the levy for the program.

Commissioner Kline asked about the program's wait list and Chair Mercer called attention to the staff review in which it was stated that there is a tuition assistance process and that any family can request assistance along with documentation of their household income. Commissioner Perelman added that it is not necessary to live in Bellevue to be part of the program. She said she has never seen a wait list for the program but said she was aware that when the Foundation funded slots, the program scrambled to find qualified kids to fill them.

Commissioner Ma commented that the district is building two new schools and the population of kids in Bellevue is generally increasing. He said he could support allocating \$140,000 to the application. Commissioner McEachran concurred along with Commissioner Oxrieder.

Ms. Catalano said a COLA increase would calculate out at just at \$131,550.

Commissioners Kline, Piper and Perelman said they would support a COLA increase.

Chair Mercer broke the tie by agreeing to fund the application at \$140,000.

Answering a question asked by Commissioner Ma, Chair Mercer noted that all of the funding comes from Bellevue and none from other cities. Ms. O'Reilly added that Bellevue dollars are not used for kids from other cities.

87. Boys & Girls Clubs of Bellevue: Project Learn & Summer Camp

Chair Mercer noted that the ask represented a 28 percent increase over the previous allocation.

Commissioner Perelman pointed out that the budget included in the application is less than the sum of all the funds being sought from the various jurisdictions.

Commissioner Oxrieder observed that the agency intends to expand the program.

There was consensus to fund the application with a COLA increase.

88. Child Care Resources: Child Care Financial Assistance

Chair Mercer said the ask was a 24 percent increase. She also noted the agency is seeking funding from four cities that have not previously funded the program, and it is requesting an increase in funds from Bellevue, Kent and Redmond. The program has a wait list and the increase in the asks is intended to reflect the demand.

Commissioner Perelman asked if the program will be receiving levy funds. Ms. O'Reilly said she did not see any mention of levy funds in the application. Commissioner Perelman recommended flat funding.

Commissioner Oxrieder asked if the number of Bellevue residents served was going up. Chair Mercer said the projections through 2019 are pretty flat.

There was consensus to fund the application with a COLA increase.

89. Child Care Resources: Homeless Child Care Program

Chair Mercer said the ask represents less than a COLA increase. Commissioner Perelman suggested that was probably because their numbers were going down in Bellevue.

Chair Mercer noted that because the program does not offer child care subsidies, the program will not be receiving levy funds.

Commissioner Perelman said she was happy to see the agency is seeking increased funding from other cities, but pointed out that Bellevue is still expected to pay the most.

There was consensus to fully fund the application.

90. Child Care Resources: Information and Referral /Technical Assistance

Chair Mercer said the ask represented a three percent increase.

There was consensus to fully fund the application.

91. Hopelink: Adult Education

Chair Mercer said the increase in the ask was substantial.

Commissioner Piper suggested the increase in the ask was sizeable particularly given with regard to the small increase in service units.

There was consensus to fund the application with a COLA increase, but after discussing the Hopelink employment program application, the decision was made to fund both applications at their respective previous funding levels. (See discussion of #92)

92. Hopelink: Employment

Chair Mercer noted that the ask was also substantial.

Commissioner Perelman pointed out that the program is seeking to add an FTE for which they want the city to pay.

Commissioner McEachran questioned paying for an additional FTE, particularly where the proposed increase in service units is not that substantial. Chair Mercer pointed out that their projected service units, while increased, was less of an increase than for the agency's adult education program application.

Commissioners Perelman, McEachran and Commissioner Oxrieder suggested only a COLA increase.

Commissioner Kline said she would not go any higher than a COLA, but added that she was not happy with the answer given in regard to the significant decrease in their private donations. Essentially the answer given was that they have enough money from other sources that fundraising is less important.

Commissioner Perelman said she would be willing to consider flat funding to send a message.

Chair Mercer voiced support for adding more to Goal 5 and said employment services is an important place to focus funding.

Commissioner McEachran said he could support flat funding for the application. Commissioners Ma and Piper said they could be convinced to do the same.

Ms. O'Reilly said the flat funding along with a statement in the rationale would be sufficient to send a message to the organization.

Toni Esparza, Assistant Parks Director, pointed out that the agency gave the same answer in regard to fundraising in its application for adult education.

Commissioner Perelman said she would be amenable to keeping both applications flat.

Chair Mercer said the increase in service units for the adult education application was reason enough for her to give the program a COLA increase. She said she was willing to keep the funding for the employment program flat given that the service units are more flat.

Commissioner Ma said he could agree with funding both applications flat.

There was consensus to fund the application at the previous allocation amount.

93. IKRON of Greater Seattle: Integrated Employment Services

Chair Mercer noted that while the agency has previously submitted an application to Bellevue for funding, the program has not previously been funded.

Commissioner McEachran noted his approval for the fact that the program enjoys a high level of collaboration.

Commissioner Oxrieder said she liked the fact that the program offers mental health services, substance abuse services and employment services together. They also work with clients who have come out of prison.

Commissioner Kline pointed out that their student's job attainment success rate is higher than Hopelink's.

Ms. O'Reilly said the agency was fairly new to the Eastside two years ago and that is why they had not previously been funded. Ms. Catalano said they have made a lot of strides since then. Kirkland staff are very impressed with the organization.

Commissioner McEachran said their ask of other cities is good to see. Commissioner Perelman said she was impressed with the increase in their numbers. She said she would support putting \$10,000 in the third column.

Chair Mercer said she would support taking that approach if there were some assurance that the Commission would be successful in asking for more money. She said she wanted to see an emphasis given to work programs and as such would want to see the program funded to some degree.

Commissioner McEachran said he could support fully funding the application. Chair Mercer suggested funding it at \$10,000 and putting the balance in the third column. Commissioner Piper said he could support that.

Commissioner Kline said she would support going that route only if the total amount allocated for the entire Goal 5 applications does not fall below the previous level. She said the IKRON program is good and she would like to see it funded.

Commissioner McEachran pointed out that the program has grown significantly, is highly collaborative, and is reaching the right population. He said he would go with full funding.

Commissioner Oxrieder agreed. Commissioner Ma concurred as well and said the integrated approach IKRON has is something Hopelink says it is training its staff to do.

There was consensus to fully fund the application.

94. Jewish Family Service: JFS Refugee and Immigrant Services

Chair Mercer said she continued to be confused with regard to how much of the ask is for CDBG funds and how much is for general funds. Ms. Catalano said the program was allocated \$56,129 in general funds in 2018 and \$130,649 in CDBG funds, which totals \$186,778.

Chair Mercer said she would like to see the general fund allocation left flat and the CDBG allocation increased. Ms. Catalano said that could be done, provided that the general fund allocation is not less than \$56,129 due to the fact that CDBG dollars cannot be used to replace general fund dollars. She said the preliminary CDBG public service budget for 2019 has been calculated to be \$150,750 based on 15 percent of the total. To fully fund the application while leaving the general fund portion flat would mean taking \$143,871 from CDBG public service funds.

Ms. O'Reilly said it would be a safe bet to allocate \$143,871 in CDBG funds to the application.

Chair Mercer said she favored funding the program, which offers legal services for refugees and immigrants.

Commissioner Kline asked if keeping the general fund allocation for the program flat when other programs are being given a COLA increase would run afoul of the CDBG rules. Ms. Catalano said it would not because the CDBG rules about not replacing general fund dollars with CDBG dollars is based on actual funding.

95. Kindering Center: Kindering - Early Care and Education Consultation (ECEC)

Chair Mercer said the ask is a 66 percent increase over the previously funded level.

Commissioner Perelman noted that the increase in part was intended to cover bringing on a new consultant. Commissioner McEachran said the increase was very large just to hire a new consultant. He proposed a COLA increase.

There was consensus to fund the application with a COLA increase.

96. Kindering Center: Kindering - Families In Transition (FIT)

Chair Mercer said the application was for a new program.

Commissioner Perelman said she was not convinced by the application and appears to involve just throwing more resources at places other resources are already going. She said she would prefer to wait and see if the program will be successful and proposed not funding the application.

Commissioner Oxrieder pointed out that if funded the program would only serve six Bellevue residents.

Commissioner Kline commented that the narrative in the application makes it appear that the focus of the program is on South King County. The residents served numbers do not really bear that out.

Chair Mercer allowed that the program has projected a big increase from six clients served to 20 in Bellevue in 2019.

Commissioner Piper said he would support putting an amount of money in the third column for the application. Commissioner Kline disagreed and suggested the program is not a good fit for extra funding in that it involves something that is not one of the Commission's focus areas.

Commissioner McEachran said he favored not funding the application.

Commissioner Ma said he found it difficult to follow the description in the application of the services provided. He said the focus is on providing an evaluation of children of homeless families and then referring them to services. However, it is not clear how much the evaluation and referral will actually help the homeless families in transition.

There was consensus not to fund the application.

97. MAPS-Muslim Community Resource Center (MCRC) : Refugee and Immigrant Assistance

Chair Mercer said her take on the memo from the City Attorney was that organizations that have religious elements as part of their service delivery cannot be funded. She noted that MAPS had said they do not require anything religious of clients as a condition of receiving services, but said her question was whether or not religion plays a role in the delivery of services. Ms. O'Reilly said the language used by the City Attorney was that funds cannot be used for inherently religious activities.

Commissioner Ma said he believed the agency met that criteria as compared to Salvation Army and other programs funded in the past. He said of the three program applications submitted by MAPS, he would be inclined not to fund their refugee and immigrant assistance program for the reasons he cited previously. That said, the organization answered the Commission's questions adequately enough. They are willing to have a third party do their tax returns, and they have indicated that MCRC, which is an arm of MAPS, provides human services and not any kind of religious instruction.

Commissioner Kline said the organization's response was not that they are getting someone to prepare their tax returns, rather it was that they are seeking an auditor to do an audit later in the year. The Commission's question about the tax returns was

not in fact answered. Additionally, their answer regarding the question asked about hybrid accounting does not stack up in that it is not possible to use both cash basis and accrual basis accounting, it must be one or the other. It is very likely that when the audit is done, some adjustments will have to be made.

Commissioner McEachran suggested that some seed money might open the agency to other funders. He said MAPS is trying to make a difference in working with the immigrant and refugee communities.

Commissioner Perelman said her concern is that it is not completely clear how the agency will be using any funds allocated to them by the city. The agency simply is not mature enough to be able to demonstrate that city dollars will be used wisely. She said she is fully supportive of their mission and the work they are doing in the community.

Chair Mercer clarified that the three applications received from the organization involve their shelter program, their referral program, and their work with refugees and immigrants. Commissioner Ma said what he wanted to see funded was their referral program, which includes some financial assistance.

Chair Mercer said that the organization is good and that it broadens diversity efforts. She said she still struggled with the religious aspects but could be okay with them, and also was concerned about the audit. She agreed with Commissioner Ma to provide some level of funding for the referral program application, but said she would not fund the other two applications.

Ms. Stangland reminded the Commissioners that they had previously concluded the full ask for the referral application, number 51, should be placed in the third column.

Commissioner Perelman said she would prefer to see application 51 given \$10,000, with the balance of the ask in the third column.

Ms. O'Reilly reiterated that the third column funds are anything but a sure thing. She said the department had already submitted a budget that included no extras, and she reminded the Commission that the City Manager has mandated that no other asks be submitted. Chair Mercer said she understood that and argued that if an additional ask is formulated, it will need to be very well constructed and fully documented. Ms. O'Reilly said the Commission will not be able to go to the Council and ask for another amount of money. Typically, in November when the Commission's recommendation is handed to the Council there is a bullet point outlining what could be done with additional dollars.

Commissioner McEachran said there is a strong sense in the Council's three-year goal priorities to continue implementing the diversity plan and multicultural programs. That could be a point of connection with the Council relative to a special ask. The

Council's code words are transparency, community input and initiatives for support services.

Chair Mercer agreed that in the next review the Commission may want to revise its initial position relative to application 51. She said the Commission will certainly want to take a careful look at the third column. She said she was hearing from the Commission that of the three MAPS applications, number 51 is the one the Commission intends to fund, either directly or with third column dollars, and that applications 24 and 97 would not be funded.

Ms. Esparza said the agency's mission statement is to provide Islamic educational, social, educational, social and cultural services to the Muslim community in the region, and to promote the teachings of Islam to the inquiring non-Muslim. At the same time, agency representatives have stated that religious services are not inherent or required before receiving services. She asked if they should simply be taken at their word that they are not following their mission statement.

Commissioner Oxrieder said the Commission has taken the word of the Salvation Army that they are not engaged in religious activities in the delivery of services.

Chair Mercer allowed that several of the Commissioners were struggling with the issue. She said she personally was very concerned that proselytizing was in fact taking place by the agency. The mission statement is clear about the intent of the organization, but the word of the representative has been that a religion component is not required for the delivery of services.

Commissioner Ma said the argument made by MCRC is that the mission statement belongs to MAPS, their parent organization, and that human services delivery does not necessarily have to follow the mission statement directly. He said his suspicions had mostly been resolved by the presentations made and the answers given.

Chair Mercer suggested that even if the agency does not require clients to listen to a sermon in order to receive services, religion likely is still a part of who the agency is and what it does. She said that worries her.

Ms. Catalano commented that Federal Way funded the St. Vincent de Paul program that reaches out to the poor, and that program is housed in the Catholic church. The program administrators do not engage in religious activities in the provision of services. Chair Mercer said that approach is what she is striving for, but said the question is whether or not MCRC has that clear separation.

Commissioner Kline pointed out that MAPS is a 501(c)(3) organization. There is a different classification for churches. An organization would not need to relay a religious message in its mission statement in order to qualify for 501(c)(3) status, so they have leeway to broaden their mission statement and incorporate non-religious activities. They have not, however, chosen to do that.

Ms. Stangland clarified that the mission statement that has been quoted is for MAPS. The guiding principles on the MCRC website, however, do not include any religious references.

Commissioner McEachran said he liked the statement made by Commissioner Ma during the first round in which he suggested that supporting the MAPS program would generate a large community impact regionally and allow the agency the opportunity to demonstrate its capacity to participate in community affairs. He said agency representatives are seen consistently at Sophia Way and Congregations for the Homeless bringing cultural sensitivity to the provision of services. That is not necessarily a negative thing.

Commissioner Oxrieder said she could support funding application 51 at \$10,000 and including \$10,000 in the third column.

Chair Mercer said she continued to have concerns about the religious issues but was willing to put them aside given the conversation, and given that the same arguments could be made about Salvation Army. She said the fact that their information and referral services are provided at the Together Center makes her a bit more comfortable.

Commissioner Perelman suggested the need to make agency visits to a few organizations, including MCRC, to see their space and operations. She said she also would like to know what stipulations could be put on the money before they get it. The financial issues will be worked out, but the religious issues are worrisome.

Commissioner Kline said one condition should be put on any funding would be to have the agency have its Form 990 done by an professional and independent preparer prior to the Council finalizing the allocations. She said her biggest concern was that the agency failed to answer nearly every question asked by the Commission. Commissioner Perelman said she would add that that in the agency should always be on time in preparing independently reviewed or prepared financial statements.

There was consensus not to fund application 97.

98. MCNA: Training in Coding and Digital Marketing

Chair Mercer said the new program is seeking funding for job training in coding and digital marketing. She said she would prefer to see the program up and running and have some outcomes before considering funding for it.

There was consensus not to fund the application.

99. OneAmerica: English Innovations

Commissioner McEachran pointed out that the exact same application is submitted every funding cycle. It never indicates any collaborative impact.

There was consensus not to fund the application.

100. YWCA Seattle | King | Snohomish: Eastside Employment Services

Chair Mercer noted that the ask represented only a modest increase over the previous allocation.

Commissioner Perelman questioned why the agency was not seeking funding from Redmond.

There was consensus to fully fund the application.

The Commissioners briefly reviewed the totals for each goal area and the total of the applications placed in the third column.

There was agreement to take up Goal 5 first in the next review round. There also was agreement to fund goal areas 4 and 5 at least at the same level as last time even if the money is somewhat shifted around, and to get crisper about the amount of an additional ask and what it would be for.

Chair Mercer observed that the total earmarked for the applications in Goal 5 totaled less than what was previously allocated to the applications in that goal area.

Commissioner Ma said he felt comfortable with the preliminary recommendations for the Goal 5 applications, noting that there had been consensus on each application. The Commissioners agreed.

With regard to Goal 4, Commissioner Ma suggested a strong argument could be made for more funding for the category.

Commissioner McEachran said he could support increasing the allocation to application 78, the Therapeutic Health Services alcohol and drug treatment program. He said the executive director spoke before the Commission with eloquence about the huge strides they were making. He said that could be one place to increase their allocation to the full amount requested.

Chair Mercer said there was still \$57,000 to allocate, an amount that would make the goal area whole.

There was agreement to do that, and to increase the allocation to application 78, Therapeutic Health Services alcohol/drug treatment, to the full amount requested.

Commissioner Perelman said she would support increasing by \$5000 the allocations to application 70, IKRON behavioral health services, and application 71, International Community Health Services dental, and reducing the third column for each of those applications by the same amount.

Commissioner Oxrieder said she would prefer to see \$5000 pulled from the application 71 third column and moved to application 69, HERO House.

Commissioner Ma voiced support for the proposal made by Commissioner Perelman and said he would not want to see the HERO House allocation increased beyond a COLA increase.

Commissioner McEachran indicated his support for increasing the HERO House allocation as proposed by Commissioner Oxrieder. Chair Mercer and Commissioner Piper agreed. Commissioner Ma agreed that giving an additional \$5000 to HERO House might ultimately do more good than giving another \$5000 to ICHS dental.

Commissioner Perelman said she would support staying with \$51,000 for ICHS dental but also suggested removing the \$25,000 from the third column for that application. There was agreement to make that move.

Commissioner Perelman called attention to the third column for the Goal 2 applications and referred specifically to application 45, Eastside Legal Assistance Program, and application 51, MAPS information and referral. She proposed reaching a consensus on those two before adjourning.

Commissioner Ma proposed reducing the MAPS third column amount to \$10,000 and increasing the general fund allocation by the same amount. Commissioner Perelman said she could support that, and proposed increasing the ELAP allocation to \$49,710, eliminating the third column amount.

Commissioner Perelman noted that with that move the total of the third column amounts was close to negligible. She said the Commission should carefully consider whether it should ask for additional funds or whether it should make some harder decisions with the general fund dollars to reach a balance.

6. OLD BUSINESS – None
7. NEW BUSINESS – None
8. PETITIONS AND COMMUNICATIONS – None

9. ADJOURNMENT

A motion to adjourn was made by Commissioner Piper. The motion was seconded by Commissioner Ma and the motion carried unanimously.

Chair Mercer adjourned the meeting at 8:12 p.m.

Secretary to the Human Services Commission

Date

Chairperson of the Human Services Commission

Date

CITY OF BELLEVUE
HUMAN SERVICES COMMISSION
MINUTES

July 17, 2018
6:00 p.m.

Bellevue City Hall
City Council Conference Room 1E-113

COMMISSIONERS PRESENT: Chairperson Mercer, Commissioners Kline, Ma, McEachran, Oxrieder, Perelman, Piper

COMMISSIONERS ABSENT: None

STAFF PRESENT: Alex O'Reilly, Dee Dee Catalano, Christy Stangland, Toni Esparza, Department of Parks and Community Services

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:04 p.m. by Chair Mercer who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Perelman, who arrived at 6:09 p.m.

3. APPROVAL OF MINUTES

A. June 19, 2018

A motion to approve the minutes as submitted was made by Commissioner McEachran. The motion was seconded by Commissioner Piper and the motion carried unanimously.

B. June 26, 2018

A motion to approve the minutes as submitted was made by Commissioner Kline. The motion was seconded by Commissioner Ma and the motion carried unanimously.

4. PETITIONS AND COMMUNICATIONS

Mr. Nathan Higgins with AtWork!, 1935 152nd Place, said he was present to follow the Commission's funding deliberations.

Ms. Lalita Uppala, 5709 143rd Place SE, spoke as Director of the Community Program for India Association of Western Washington. She thanked the city, its staff and volunteers for having recommended to fund the organization. The funding makes the organization stand a little taller among its peers. The work the agency is doing is structured, credible and recognized, and more importantly is serving existing needs in the community that are consistently increasing. The part-time resource coordinator will help to make resource referral services for seniors, women and youth from the North Bellevue Community Center, which is a hub of activity on Thursdays. Many who visit on Thursdays come back other days of the week as a result of the organization's bridging activities. Quarterly legal services are provided at the North Bellevue Community Center; ORCA comes in every other month to provide transportation advice; and vocational mentoring to women if offered, including to women of arranged marriages who because of their legal status in the country may need to find employment in the event of a divorce. The organization also provides cultural navigation services through a small grant from the city of Redmond.

5. STAFF AND COMMISSION REPORTS

Commissioner McEachran said it was fascinating to talk recently with former and returning intern Meghan Farwell who is now working on her PhD in social welfare.

Commissioner McEachran said Eastside Pathways recently held conversations with some of their Latino clients on matters of human services. The feedback they received in regard to housing was fascinating. Much of what is highlighted in the Needs Update was affirmed in the talks.

Commissioner McEachran noted that the City Council on July 16 voted 4-3 to approve Ordinance No. 6419 addressing the issue of a homeless shelter.

Human Services Manager Alex O'Reilly reported that she had recently forwarded to the Commissioners an invitation from the City Clerk's Office about a training session on Roberts Rules of Order. She urged the Commissioners to participate, noting that the Transportation Commission and the Planning Commission have issued a challenge to the Human Services Commission to have 100 percent participation in the training exercise.

6. DISCUSSION

A. Finalize Preliminary 2019-2020 Human Services Funding Recommendations

Ms. Catalano noted that the public hearing on the recommendations is scheduled for September 5. She said the task before the Commission was to finalize its funding recommendations, including the rationale for those decisions. With regard to CDBG funding, she said the estimated budget of \$150,750 will probably change and suggested that the still unallocated amount of \$6,879 should be held aside for the time being given that it is not enough money to fund another program given the associated administrative burdens for the city and the agency. When the Commission votes on a contingency plan in September, there will be a full discussion of what to do in the event of more or less CDBG funds.

Chair Mercer noted that the Commission had previously talked about finding a program to be funded with CDBG money. She asked if staff had identified any candidates. Ms. Catalano said they did not have a specific program in mind, adding that it would have to be something that is not currently funded with general fund dollars, and would have to be a program operated by an agency large enough to handle the CDBG administrative requirements. The Commission's preliminary recommendation could be adjusted to free up more funding to be distributed somewhere else.

Chair Mercer said an organization such as Hopelink would have the capability of handling the associated administrative duties. Ms. Catalano said the Commission could elect to give that agency more, provided the bump up is enough to justify the extra work, which could be something on the order of \$20,000. The caveat is that in the future Hopelink or the chosen agency would have to continue to be funded at the general fund level, unless a year goes by without funding them with CDBG dollars.

Commissioner McEachran said he took the opportunity to review the funding criteria focus areas. He urged the Commission to be bold and collaborative in making any significant changes. Bold statements made to the Council about the need for funding will need to be tied to the Council priorities so it can be shown the Commission and the Council are on the same page.

Ms. O'Reilly commented that there had been numerous factors to keep in mind while reviewing every application. She noted that there had been good conversation and points made by the Commissioners about looking at the applications with an equity lens. In looking at the list one more time, the question the Commission should keep in mind is how diverse communities are being served.

With regard to the third column, potential additional funding, Ms. O'Reilly stressed that the numbers in it will be used to inform the Council in regard to what the Commission would have funded had additional funds been made available. The

column will not constitute an official additional ask. Two years ago, programs addressing homelessness were part of the Council's priority and the list of programs that would have been funded with additional dollars were put into the form of a budget request. The option of putting a request into a budget request is not available for the current funding cycle. The additional \$150,000 received during the last funding cycle ultimately came from the Parks Department budget and is something that will continue going forward.

Beginning with the first goal area, Commissioner Perelman pointed out that while the discussion to fund application 19, Hopelink Financial Assistance Resiliency program, had included consideration of moving the funds from application 1, Attain Housing, in the amount of \$8230, to application 19, no final decision had been made. She pointed out, however, that the Attain funds were in fact reflected both in the recommendation for application 1 and application 19.

Chair Mercer pointed out that for application 5, Community Homes – Home Readiness Workshops, the recommendation was to fully fund the ask at \$5000 and to include \$5000 in the third column. Commissioner Perelman noted that the application only seeks \$5000. She proposed not funding the application and including the full \$5000 in the third column.

Commissioner Ma said he was not aware of another similar program for persons with disabilities that is being funded by the city. Commissioner Perelman said HERO House, application 69, offers a similar program, and added that it could use the \$5000. Chair Mercer commented that application 5 involves a workshop, which is different and which has a broader impact.

Chair Mercer said the previous conversation about application 1 centered on the fact that the program is in Kirkland and does not represent a huge increase in the number of Bellevue residents served, and that more impact could be achieved by funding application 19.

Commissioner Ma commented that while Hopelink serves more Bellevue residents, clients must still visit different organizations to be able to get enough financial assistance. He asked if that process would be harmed by not funding Attain Housing. Chair Mercer said Attain Housing focuses in a somewhat different area. The Commission previously discussed how many financial services programs are out there and came down on the side of being good stewards by not funding all of them and thus reducing funds that go to addressing overhead rather than actual assistance.

Commissioner Kline said the points made by Commissioner Ma were well taken. She suggested, however, that until such time as there is a coordinated entry system for financial assistance, it will be better to fund the agencies people know to go to.

Commissioner Perelman allowed that the Attain Housing application indicated that the program is growing by 20 to 25 percent annually. While the numbers do not align with that projection, it is clear that their program in 2017 served only 27 Bellevue residents. If funded at their full request, the number of Bellevue residents served with Bellevue dollars would only be 22. The actual number of Bellevue clients served in 2017 by Hopelink's Financial Assistance program was 217, of which the city funded only 63. Attain Housing partners with Hopelink so it can be concluded that clients will ultimately receive the assistance they need even if Attain Housing is not funded.

Reading from the Attain Housing application, Commissioner Ma noted that the way they make allocation decisions is different from the approach used by Hopelink. Because the organization is small, it is more accessible and flexible. He said while that may not be true in actual practices, it could be that the agency is able to help people in different ways from how Hopelink provides help.

There was consensus not to fund application 1, Attain Housing.

With regard to not funding application 5, the Community Homes Workshop program, in favor of giving the \$5000 to HERO House, application 69, Chair Mercer pointed out the end result would be moving funds out of Goal 1 and into Goal 4.

Commissioner Kline stated that the removal of the \$8230 from Attain Housing means giving additional money to HERO House will not mean having to take the money away from Community Homes.

Commissioner Ma said the need is huge and as such funding should not be taken away from the Community Homes program. There is no other program in Goal 1 that is serving the same clientele. Chair Mercer said she shared that opinion.

Commissioner Piper said in principle the Commission had been talking about trying to equalize the allocations across the goals. He added, however, that he agreed with argument made by Commissioner Ma.

Commissioner Perelman said the workshops are not currently funded by any of the cities, and the application appears to suggest the workshops will cost \$87,000. For the training workshop classes that are 60 minutes long, the application estimates that 48 Bellevue residents will benefit out of the 783 persons projected to attend the workshops. She said the cause is good and other cities may rally around it, but it would be good to step back and let the agency show that it can grow to the degree indicated between their 2017 numbers and what they are aspiring to do.

Commissioner Ma said providing services for people with disabilities is very expensive, particularly in the area of housing. He noted that there are no other similar programs out there for people with disabilities. The program may not serve all that many people, the population should not be ignored.

Commissioner Kline allowed that the workshops hit two of the Commission's funding strategies, which led her to think the application should be funded, but said her concern was that it was a bit too early. She added that she did not like funding agencies at the \$5000 level because of the associated administrative overhead.

Chair Mercer said the argument that the program should be given time to prove itself was appealing.

Commissioner McEachran pointed out that in the previous cycle the question was asked how fast the provision of services could be accelerated. He said the agency had not come forward in a convincing way.

There was agreement to retain funding for application 5, Community Homes, at \$5000.

Chair Mercer pointed out that the Commission had previously put \$16,000 in the third column for application 11, Congregations for the Homeless Up and On Housing, and that the Commission had previously marked both application 7, Congregations for the Homeless Day Center, and application 10, Congregations for the Homeless Outreach, as potential places for more funding toward the respective asks. Additional funding in the amount of the ask for application 34, St. Vincent de Paul St. Madeleine Sophie, was also previously jotted down by the Commission.

Commissioner Perelman stated that Congregations for the Homeless currently receives a significant portion of the funds available for allocation. The fact that the Commission has chosen to continue funding the programs the agency has proposed in the past and giving them COLA increases sends a healthy message to the agency. She proposed removing the third column amount for Up and On Housing and to not consider additional funding for any of the Congregations for the Homeless applications.

Commissioner McEachran said the organization is one that has matured over past funding cycles and is now seeking huge funding increases. He said he agreed with Commissioner Perelman.

Commissioner Perelman suggested the organization has possibly become over reliant on funding from Bellevue. Chair Mercer pointed out that the Commission had recommended more than a COLA increase for several of the applications from the agency.

Commissioner Ma said he would still like to see money in the additional funding column for Up and On Housing. He agreed that even though the agency is effective in providing for the homeless, it should not be Bellevue's responsibility to provide most of the funding. Up and On Housing is a new program that shows pretty good success at keeping people out of homelessness. He agreed with the conclusion

reached not to fund the application with general fund dollars, but said he wanted to retain the \$16,000 in the third column.

Commissioner Perelman disagreed and pointed out that the program at the requested amount would only fund two people.

Commissioner McEachran said he was confident the organization would find a way to fund the program.

There was agreement not to fund the Up and On Housing application, and to not include additional dollars in the third column.

Commissioner Ma said the answers to the Commission's questions about Sound Generations Meals on Wheels, application 33, sounded very positive. He said he would consider increasing the allocation either to flat or with a COLA increase.

Commissioner Oxrieder said the question about needing to serve more Bellevue residents continued to be troubling to her. Commissioner Perelman agreed and pointed out that the preliminary recommendation was not to defund the program, rather to send a message about the need to do a better job of reaching out to and serving the Bellevue community. Chair Mercer agreed but said she would remove from the comments the statement about the social component.

Ms. Catalano said the fact that needs among the senior population in Bellevue are increasing does not mesh with decreasing the allocation for the program, which serves senior citizens primarily. Commissioner Piper said the proposed decrease of only about \$2000 was not significant. He said he would support communicating the message of needing to reach out more to the Bellevue community by keeping the funding flat. Commissioner Ma said he would support flat funding.

Commissioner Kline pointed out that the program has a disproportionate reliance on Bellevue funding versus other cities.

Ms. O'Reilly said if the funding is kept flat, it could still be stated in the rationale that the Commission wants to see more outreach to the Bellevue community to increase the number of Bellevue residents served given the knowledge that there are more seniors in the community who could benefit from the program.

Commissioner Perelman pointed out that the program serves 24,000 meals in Federal Way and only 7000 in Bellevue. Both cities are being asked for the same amount of money. Additionally, the application indicates the Bellevue dollars will only serve 12 people.

Commissioner Kline said the rationale should state that Bellevue would like to see a more ask from the other cities. Chair Mercer agreed and added that when the

applications are sent out and the agencies are instructed to ask for what they need, it should be clarified that they should ask all cities for what they need.

Commissioner Perelman said she would like a representative of the agency to come to the Commission to talk about the kind of collaboration they should be engaged in in Bellevue. The numbers in the application cannot be interpreted as indicating they are working with other agencies and the faith community in any meaningful way. She said she would like to see application 43, Chinese Information and Service Center Eastside Russian Senior Program funded. Commissioner Kline agreed that would hit the equity lens and fill an existing gap.

There was consensus to fund application 33, Meals on Wheels, at \$15,000.

The Commissioners addressed the rationale for the applications not funded. For application 6, Community Homes Community based housing for people with intellectual and developmental disabilities, the Commissioners concluded the program serves too few Bellevue residents and that the Bellevue dollars would not have enough of an impact.

With regard to application 13, DASH Affordable Senior Housing Assistance at Evergreen Court, the Commissioners indicated there is not a consistent number of low-income Bellevue residents served, and that it was not clear what benefit would be gained from the additional funding given that the funds are intended for something the program is already doing. Additionally, only a portion of their housing units is available for low-income residents.

With regard to application 24, MAPS-MCRC Housing, the Commissioners indicated that only one Bellevue residents would be served, and that the program is not well established yet.

The rationale for application 25, Margie Williams Helping Hands Food Bank, was that the program primarily serves Renton residents, and that Form 990 had not been submitted.

For application 34, St. Vincent de Paul St. Madeleine Sophie, there was agreement the extra funding would not be powerful enough of an argument. The program operates only in one zip code and it would be more effective to fund the other financial aid programs already funded by the city.

Ms. O'Reilly noted that the program was funded six years ago with extra funding allocated by the Council because of the recession.

There was agreement to remove all text except for "COLA" in the explanation column for application 10, Congregations for the Homeless Outreach, and application 22, LifeWire, Housing Stability program. There was also agreement to allocate an even \$40,000 to application 19, Hopelink Financial Assistance program.

Turning to the Goal 2 applications, Commissioner Oxrieder suggested the potential additional funding earmarked for applications 42, Chinese Information and Service Center, Eastside Cultural Navigator and application 43 Eastside Russian Senior program, and application 47, India Association of Western Washington Cultural Navigator, could be the exact types of programs the Council may want to address with additional funding.

Chair Mercer said she wanted to put the \$8238 into application 43. Commissioner Perelman agreed. There was consensus to do that but to round down the number to \$8000.

Commissioner Oxrieder said that move reduced the proposed additional funding to just over \$26,000 and suggested the Council would surely be willing to consider adding that much.

Ms. O'Reilly reminded the Commissioners that all Commission materials will be forwarded to the Council liaison Councilmember Robinson, including the Commission's preliminary funding recommendations. Additionally, an email will be sent to her highlighting the additional funding column earmarked by the Commission. The email will not constitute a specific ask of the Council, it will serve only as information for Councilmember Robinson to use as she sees fit.

Commissioner McEachran pointed out that the Council's initiatives in regard to achieving human potential generally lend themselves to goal area 5.

Commissioner Perelman noted that application 93, IKRON Employment Services, is a new program. Traditionally the Commission has shied away from fully funding new programs. She suggested lowering the allocation for the program to \$10,000 and giving the balance, rounded up to \$10,000, to application 47, India Association of Western Washington Cultural Navigator, and eliminating the potential additional funding from the third column.

Commissioner Ma said he could support that except he said he would want to ask for additional funding for both application 47 and application 93.

Chair Mercer said the proposal would substantially increase the India Association of Western Washington allocation over the previous funding cycle. She said it would be better to reduce the IKRON amount to \$10,000 but increase the allocation to India Association of Western Washington by only \$5000. Commissioner Perelman pointed out that the issue with India Association of Western Washington is that the navigator is working only part time, and the previous conversation focused on whether or not an increase of only \$5000 would really make a difference. Chair Mercer said she could support increasing India Association of Western Washington by \$8000, particularly in light of the Commission wanting to revisit the HERO House application and the Goal

5 applications generally. She also recommended giving the IKRON application \$8000.

Chair Mercer pointed out that application 43, Chinese Information and Service Center, Eastside Russian Senior program, is a new program. In the interest of giving new programs \$10,000, the Senior program should be allocated that amount.

Commissioner Perelman said she could support giving \$9000 to application 43 and application 47. Commissioner Kline said she would support not taking so much away from application 93, IKRON, which is in the right goal area.

Chair Mercer proposed giving \$8000 to application 43, Chinese Information and Service Center Eastside Russian Senior program, and \$8000 to application 47, India Association of Western Washington Cultural Navigator. Commissioner Piper said he could support that approach. Commissioner Ma offered his support as well but said he still wanted to adequately fund application 93, IKRON.

Commissioner Perelman said one way to free up funds for IKRON would be to reduce the allocation to application 67, HealthPoint Dental, by \$2000 or \$3000. Chair Mercer said she could get behind that but suggested taking the higher amount of \$3000.

There was agreement to reduce the allocation to application 67, HealthPoint dental, to \$37,000 and earmarking an additional \$3814 for application 93, IKRON.

There was agreement not to include anything in the third column potential additional funding for applications 42, Chinese Information and Service Center Cultural Navigator, application 43, Chinese Information and Service Center Eastside Russian Senior program, and application 47, India Association of Western Washington Cultural Navigator.

With regard to application 36, Alpha Supported Living Services, the Commission said the rationale for not funding it was because the focus on nutrition and preventive healthcare would be less impactful compared to other organizations providing similar services. Additionally, the program is new and other new programs in the same goal area will be funded instead.

The rationale for not funding application 39, Athletes for Kids, was that there are other mentor programs funded through Youth Eastside Services. Additionally, the program has not served many Bellevue residents during the last two funding cycles.

The rationale for funding application 43, Chinese Information and Service Center Eastside Russian Senior program, was that the program fills a gap with its focus on seniors and cultural diversity.

With regard to application 49, Issaquah School Foundation, the rationale given by the Commissioners for not funding it was that the program does not serve enough Bellevue residents.

With respect to application 51, MAPS Information and Referral, the Commissioners discussed the need to make funding contingent on having a third party certify their financials, and submittal of their 2017 Form 990, prior to the September 5 public hearing.

Commissioner Piper said he had real concerns about the sophistication of their financials.

Chair Mercer said one approach would be to inform the agency that while the Commission likes their program and their approach, there are things that need to be cleaned up, making funding during the current funding cycle questionable. She said there is a clear will on the part of the Commission to fund the organization, and suggested that in order to be consistent with the way the Commission has chosen to fund other new programs, an allocation of \$8000 would be appropriate.

Commissioner Kline questioned consistency in terms of allocating \$8000 to new programs, adding that she would prefer to see consistency in regard to a percentage of the ask. Commissioner Ma concurred and said equity is not necessarily about giving the same number across the board. He said he would keep the application funded at \$10,000 and make it contingent on getting the financials as discussed prior to the public hearing date.

Commissioner Kline pointed out that even if the agency gets its Form 990 done and submitted, that will not resolve the issue of accrual versus cash accounting. She said she really wanted to fund the organization but wished there were no financial issues in the way.

Commissioner Piper noted that the Commission has chosen to not fund other organizations on the argument that they are not quite ready yet. The same argument could be made of MAPS.

Commissioner Ma allowed that he had been pushing funding for the application, but said after hearing the arguments he was convinced not funding it would be the right thing to do for the concerns cited.

There was consensus not to fund application 51, MAPS Information and Referral, and to convey to the organization that while the Commission wanted to fund the program, the financial concerns proved to be the determining factor.

Commissioner Perelman said she would support asking the agency to come back in about nine months and present evidence that they have addressed the financial

concerns. She said the agency should be informed that the Commission stood ready to help them build their capacity in being able to demonstrate fiscal stewardship.

There was agreement that the organization had not met the requirement to submit an audit or review of their financial statements, or an explanation for why not. There also was agreement to list as rationale for not funding the application was that the organization needs to strengthen its financial systems.

With regard to the Goal 3 applications, Commissioner Perelman called attention application 57, Crisis Clink Teen Link, and pointed out that the program lost funding when King County chose not to fund it. That is the reason behind the increase in their ask. She suggested increasing the allocation for the application to \$10,000 or \$11,000 and giving the balance of the funds freed by not funding MAPS to HERO House, application 69.

Commissioner Piper said he liked the idea of adding funds to Crisis Clinic.

Commissioner McEachran stated that he would not participate in any vote regarding funding application 85, Bellevue College Preparing for Work, given his wife's association with the college. He did invite the Commission to look carefully at the request, noting that the city has funded the program at the full mark since 1999. Their client numbers are not significantly increased, but they are in fact capped by the institution. The program fits with one of the Council priorities. He said he would fully fund the application.

Chair Mercer noted that it would take an additional \$4762 to bring application 93, IKRON, up to the level previously suggested by Commissioner Ma.

Commissioner Perelman said she could support increasing the allocation for Bellevue College Preparing for Work, but not beyond \$70,000.

Commissioner Piper proposed putting \$5000 toward the Crisis Clinic and \$5000 into the Preparing for Work applications. He said he was less concerned about the IKRON application.

Commissioner McEachran said he was okay with not increasing the allocation to the Crisis Clinic, HERO House and IKRON applications.

Commissioner Oxrieder agreed with not increasing the allocation for the HERO House and IKRON applications but said she would favor increasing the allocation for Crisis Clinic by \$3000 and giving the balance to Preparing for Work.

Commissioner Ma said he did favor increasing the HERO House allocation and would agree to give an additional \$5000 to Crisis Clinic, \$2500 to IKRON, and \$2500 to Preparing for Work.

Commissioner Kline said she would prefer to see Crisis Clinic increased to an even \$10,000, increasing IKRON to an even \$15,000, and putting the balance into Preparing for Work.

Chair Mercer recommended giving an additional \$3000 to Crisis Clinic and \$3500 each to Preparing for Work and IKRON.

After additional discussion, there was consensus to allocate \$15,000 to application 93, IKRON, \$13,000 to application 64, Crisis Clinic, and adding \$5357 to application 85, Preparing for Work.

Chair Mercer pointed out that the potential additional funding column had been zeroed out except for application 74, NAMI In the Schools. She noted the Commission had previously discussed the fact that the program is very ambitious and the numbers are largely aspirational. She said she would like to see the program in action before funding it.

Commissioner Perelman pointed out that in fact the program is not new and was previously included in one overall application. Ms. O'Reilly explained that the agency had previously been asked to break out how much of the funding from their single award was going to the schools program. The response was that in 2018 the agency expected to spend \$8475 of the \$13,984 award in support of the school program, with the balance going to their individual and family support program. With the two programs broken out into two separate applications, funds awarded to one program will not be able to be used for the other program.

Ms. Stangland said the reality is that agencies use fundraising dollars to fill in gaps in their budgets. Ms. O'Reilly added that the agency intends to use funds from their schools application to fund a full-time position to help coordinate and manage the program. She added that the agency is working to submit its 2017 Form 990 and is also working to secure an official audit, which they need for their certification with the national NAMI organization.

Commissioner Perelman said she would support splitting the \$14,424 preliminarily allocated to application 73 with application 74.

Chair Mercer recommended putting \$5000 in the schools program and the balance in the individual and family support program. There was agreement to do so.

The rationale given for not funding application 63, Bridge Disability Ministries, was that the program does not fall into a focus area.

For application 67, HealthPoint dental, the rationale was that dollars were moved to another organization in the same category that impacted more Bellevue residents. The rationale for application 68, HealthPoint Medical, was reduced to simply indicate the Bellevue ask is disproportionate to the number of residents served. For

application 72, International Community Health Services Medical the rationale was that the agency budget shows a surplus, and the impact for Bellevue residents is limited. For both application 75, Northshore Senior Center, and application 76, Old Friends Club, the rationale was that the programs serve few Bellevue residents, and that the Old Friends Club is not currently operating in Bellevue. For application 79, Washington Autism Alliance and Advocacy, and application 80, Washington Poison Center, the rationale was that the programs are new and the Commission chose to fund other asks.

With regard to application 91, Hopelink Adult Education, and application 92, Hopelink Employment, there was agreement to initiate an offline conversation about the fact that the agency's fundraising was reduced substantially.

A motion to approve the Commission's preliminary funding recommendations was made by Commissioner McEachran. The motion was seconded by Commissioner Kline and the motion carried unanimously.

B. Finalize Preliminary 2019 CDBG Funding Recommendations

Ms. Catalano explained that even though the Land Use Code amendment has been voted on by the Council, Imagine Housing will need to have a site before funding can be allocated to them. Once a site is identified, the application can be reactivated. The same is true of the LifeWire application. If LifeWire cannot find a site, another project will need to be found for the funds.

A motion to approve the 2019 CDBG funding recommendations as presented by staff was made by Commissioner Ma. The motion was seconded by Commissioner McEachran and the motion carried unanimously.

7. OLD BUSINESS

Ms. O'Reilly pointed out that Ms. Stangland would be on family leave until the middle of October.

8. NEW BUSINESS

Ms. O'Reilly said she would inform the Commission as soon as there is a confirmed date for going to the Council with the funding recommendations.

Ms. O'Reilly reminded the Commissioners that the public hearing was scheduled for Wednesday, September 5.

9. PETITIONS AND COMMUNICATIONS – None

10. ADJOURNMENT

A motion to adjourn was made by Commissioner McEachran. The motion was seconded by Commissioner Piper and the motion carried unanimously.

Chair Mercer adjourned the meeting at 9:15 p.m.

Secretary to the Human Services Commission

Date

Chairperson of the Human Services Commission

Date