

CITY OF BELLEVUE
HUMAN SERVICES COMMISSION
MINUTES

September 16, 2008
6:00 p.m.

Bellevue City Hall
City Council Conference Room 1E-113

COMMISSIONERS PRESENT: Chairperson Yantis, Commissioners Beighle, Hoople, Huenefeld-Gese, Lazetti, Seltzer, Stout,

COMMISSIONERS ABSENT: None

STAFF PRESENT: Emily Leslie, Alex O'Reilly, Joseph Adriano, Torrey Morgan, Department of Parks and Community Services

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:10 p.m. by Chair Yantis who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present.

3. APPROVAL OF MINUTES

A. August 5, 2008

Motion to approve the minutes as submitted was made by Commissioner Stout. Second was by Commissioner Hoople and the motion carried unanimously.

B. August 19, 2008

Commissioner Beighle called attention to page 16 and the comment regarding the application for Athletes for Kids. She suggested the second sentence should be revised to read "The Commission concluded that the organization is not yet stable and serves only one private school in Bellevue."

Motion to approve the minutes as amended was made by Commissioner Huenefeld-Gese. Second was by Commissioner Seltzer and the motion carried unanimously.

4. PETITIONS AND COMMUNICATIONS – None
5. STAFF AND COMMISSION REPORTS – None
6. DISCUSSION
 - A. Develop Preliminary 2009 CDBG Funding Recommendations and Contingency Plan

Human Services Manager Emily Leslie reported that staff had double checked the estimates for available block grant funding, based on no increase and a hope that income from the Home Repair program will help make up the difference. She noted, however, that based on the preliminary work of the Commission there is still \$12,891 that must be found to make the funds balance. In the CDBG category there are three capital projects, three public services, and planning and administration.

Answering a question asked by Commissioner Stout, Ms. Leslie explained that for one application general fund and CDBG dollars are combined, and that is the Jewish Family Services application. Reducing the CDBG portion for the program would mean increasing the general fund allocation for it.

Chair Yantis asked about reducing the amounts for planning and administration. Ms. Leslie responded by saying the administration part is based on the costs of staff needed to manage the program. The planning dollars are used to fund the phone survey for the Needs Update. Both allocations have already been reduced from the previous year's funding level, and reducing them further could be problematic.

Commissioner Huenefeld-Gese noted the Commission had previously reduced the allocation to ARCH and said she would not want to see that application reduced any further. The Commission has also in the past demonstrated a strong attachment to both Home Repair Programs, but suggested the dollars could be taken from the Major Home Repair program.

Commissioner Beighle said one option would be to reduce the funding for each of the CDBG capital applications by an equal percentage totaling up to \$12,891.

Chair Yantis said his knee jerk reaction would be to take the full amount from Jewish Family Services even though that would mean spending more on the general fund side.

Answering a question asked by Commissioner Stout, Ms. Leslie pointed out that if the full amount were removed from the Major Home Repair program, the impact would be a reduction of about one project. Typically, program income is budgeted conservatively on the hope that it will actually be higher, which it usually does. The program is on track to make up that amount. In developing the contingency plan,

putting money back into the program could be top on the list of things to do if the CDBG allocation is higher than expected.

Chair Yantis suggested that in the greater scheme of things, a reduction of \$12,891 to the ARCH allocation would hardly be noticeable. Commissioner Huenefeld-Gese agreed, but pointed out that the same argument was used by the Commission the last two times their funding allocation was reduced. She said she would not want to cut their allocation again.

Motion to reduce the allocation for Jewish Family Service by \$12,891 was made by Commissioner Hoople. Second was by Commissioner Beighle and the motion carried 4-3, with Chair Yantis and Commissioners Hoople, Lazetti, and Seltzer voting yes, and Commissioners Beighle, Huenefeld-Gese and Stout voting no.

Ms. Leslie explained that the Commission has historically developed a contingency plan outlining the steps to be taken in the event the CDBG allocation to the city is less by \$50,000, or more by \$50,000.

Chair Yantis suggested that if the allocation is higher by \$50,000, the first \$12,891 should be allocated to the Jewish Family Service application. Commissioner Huenefeld-Gese said she would give more to ARCH since their allocation has been reduced in the past; she said she would also give more to the Major Home Repair program.

Motion to establish as a contingency, in the event the CDBG allocation to the city is \$50,000 more than expected, allocating the first \$12,891 to Jewish Family Service, the next \$15,000 to the Major Home Repair program, and the balance to ARCH, was made by Commissioner Huenefeld-Gese. Second was by Commissioner Stout.

Commissioner Hoople said his preference would be to allocate to Jewish Family Services and the Major Home Repair program as proposed in the motion, but allocate an even \$20,000 to ARCH and give the balance to the Minor Home Repair program. The suggested was accepted as a friendly amendment to the motion by both Commissioner Huenefeld-Gese and Commissioner Stout.

The motion, including the friendly amendment, carried unanimously.

With regard to what approach to take if the CDBG allocation is \$50,000 less than expected, Chair Yantis allowed that it would be very difficult to take the full amount out of the General Fund side.

Motion to establish as a contingency, in the event the CDBG allocation to the city is \$50,000 less than expected, to take the first \$25,000 from ARCH and the second \$25,000 from the Major Home Repair program. The motion died for lack of a second.

Chair Yantis noted that reducing each CDBG allocation by roughly six percent would

come to \$50,000.

There was agreement to establish as a contingency, in the event the CDBG allocation to the city is less than expected, reducing the allocation to each program equally by the percentage necessary to add up to the shortfall amount.

6. DISCUSSION

A. Begin Preliminary Human Services Funding Recommendations for 2009-2010 General Fund

Mr. Adriano briefly reviewed with the Commissioners spreadsheet 1-A showing all of the applications, spreadsheet 1-B showing only the new applications not currently funded, and spreadsheet 1-C showing all applications flagged for further discussion. Intern Torrey Morgan reviewed with the Commissioners a spreadsheet showing all applications preliminarily earmarked for funding greater than COLA.

Human Services Planner Alex O'Reilly reminded the Commission of the need to increase the General Fund allocation for Jewish Family Service by \$12,891, thus reducing the balance to be allocated.

Chair Yantis confirmed for Commissioner Hoople that unless the Commission specifically adjusts the preliminary recommendation for an application, the preliminary recommendation will stand.

The Commission reviewed first spreadsheet 1-B, all new applications.

7. Emergency Feeding Program of Seattle and King County – Emergency Feeding Program NE King County

No action was taken to change the preliminary recommendation for the application.

14. KITH – Transitional and Permanent Supportive Housing

No action was taken to change the preliminary recommendation for the application.

16. Refugee Women's Alliance – Basic Food Outreach and Assistance

No action was taken to change the preliminary recommendation for the application.

17. Refugee Women's Alliance – Confidential Housing for Refugee and Immigrant Survivors of Domestic Violence

No action was taken to change the preliminary recommendation for the application, except to remove the flag.

18. Senior Services – Community Dining

No action was taken to change the preliminary recommendation for the application.

26. APLS Learning Center – Early Learning Outreach to Multicultural Families

No action was taken to change the preliminary recommendation for the application.

29. Athletes for Kids – Athletes for Kids

No action was taken to change the preliminary recommendation for the application.

45. Institute for Family Development – Parents and Children Together

No action was taken to change the preliminary recommendation for the application.

47. Refugee Women's Alliance – After School Youth Tutoring Program

No action was taken to change the preliminary recommendation for the application.

48. Refugee Women's Alliance – Developmental Disabilities Program

No action was taken to change the preliminary recommendation for the application.

49. Refugee Woman's Alliance – Parent Education Program

No action was taken to change the preliminary recommendation for the application.

59. Refugee Woman's Alliance – Domestic Violence Support Groups

No action was taken to change the preliminary recommendation for the application, except to remove the flag.

71. Refugee Woman's Alliance – Refugee and Immigrant Mental Health Services

No action was taken to change the preliminary recommendation for the application.

76. Alliance of People with disAbilities – Youth in Transition Program

No action was taken to change the preliminary recommendation for the application.

Chair Yantis pointed out that during the preliminary recommendation round, the Commission collectively earmarked some \$36,000 for applications that were close to their COLA amounts. He said it would be possible to fund applications up to that dollar amount by simply revisiting those allocations.

The Commission focused next on the applications previously flagged for further discussion.

1. Catholic Community Services of King County – Emergency Assistance Services Program

Chair Yantis said the application was flagged over a concern about the program not meeting the stated goals.

Ms. Leslie said the other Eastside cities have voiced similar concerns, but none of them have chosen to reduce funding for the agency.

Commissioner Beighle suggested sending a message by reducing the funding to \$10,000.

Ms. Leslie noted that all contracts have a formula built into them; if they do not meet roughly 90 percent of their targets, funds are withheld at the end of the year.

Chair Yantis said he did not know what would be accomplished by slapping the agency on the wrist.

Commissioner Huenefeld-Gese said when she began working with the Crisis Line in 1989 there were questions about the stability of the agency and the services they provide. It is disconcerting that the agency still is somewhat shaky and has not gotten its act together.

Commissioner Stout said she has had the same concerns for at least ten years. She suggested that other agencies may be more capable of giving quality and consistent service.

Commissioner Seltzer commented that the level of staff turnover at the agency must have an underlying reason.

Ms. Leslie said Hopelink and the Salvation Army are the other two emergency assistance providers. Both of those applications have been preliminarily fully funded. Chair Yantis pointed out that reducing the funding for Catholic Community Services would result in less funding overall for emergency services in the community since it is not possible to give more to either Hopelink or Salvation Army.

Commissioner Seltzer asked what percentage of the funding for the program comes from Bellevue. Ms. Leslie said 19 percent comes from the city. Commissioner Seltzer asked if the agency would be more affected if not funded at all. Ms. Leslie said Bellevue funding goes for staffing in addition to direct assistance.

Chair Yantis said the agency should be told that the Commission likes the program and is willing to fund it at a higher level once performance returns to a higher level.

There was consensus to reduce the allocation to \$15,000 and to send the messages outlined by Commissioner Stout and Chair Yantis.

2. Catholic Community Services of King County – Harrington House

Commissioner Hoople said he would like to see funding for the application reduced as well. Hitting both programs from the one agency would send a very powerful message. Chair Yantis commented that with Harrington House the agency has no control over the number of clients from year to year.

Commissioner Stout said her concern with the Harrington House program is with the quality of service. Most of the young women are not kept very long as residents and were not necessarily stabilized upon leaving. She said she could support keeping the program at the COLA level, which is significantly less than the requested amount. Along with the award, the agency should be informed the city would like to see more outreach to Bellevue residents, and would like to see attention given to strengthen the quality and length of services provided to the young moms and babies.

There was general consensus to fund the application at \$10,650.

3. Eastside Baby Corner – Distribution Of Items for Needy Children

Ms. Leslie said the Eastside cities are very supportive of the program. The conclusion reached was that the requested amount could not be granted but between all the cities it should be possible to fund a half-time position. Issaquah has agreed to a \$4,000 increase. Kirkland will allocate a COLA. Redmond has agreed to an increase of \$9,000. If Bellevue adds \$10,000 over and above the previous year's funding level, it should be enough.

Commissioner Hoople proposed giving the program \$20,000. Commissioner Stout agreed that any funding beyond what is needed for a half-time staff would be used for supplies.

There was consensus to allocate \$20,000 for the application, and to consider coming back with more money if funding is available.

5. Eastside Interfaith Social Concerns Council – Congregations for the Homeless (CFH) Housing

Ms. Leslie reported that Redmond will be funding the application but Kirkland does not yet know.

There was consensus to allocate \$10,000 for the application.

6. Eastside Interfaith Social Concerns Council – Congregations for the Homeless Emergency Shelter

There was consensus to allocate \$52,931 for the application.

9. Friends of Youth – The Landing Young Adult Shelter

There was consensus to allocate \$21,316 for the application, which was the full request.

19. Senior Services – Meals on Wheels

There was consensus to allocate \$9,450 to the application.

21. St. Andrew's Housing – Group Resident Services Program

There was consensus to allocate \$15,000 to the application.

23. World Impact Network – Renewal Food Bank

Commissioner Lazetti said she made a site visit to see the program in action and talked with some of the people in line. She noted that single moms like the program because it offers baby items that the other food banks do not offer. The concern is the fact that the agency does not collect income data. The agency reports that it is working on that but does not yet have a system in place. The program serves a number of eastern European immigrants who use the place as a meeting place and social occasion. The program itself is very well run.

Commissioner Beighle suggested the reason people travel from outside the Eastside area to access the food bank could be because no one asks them for income information.

Ms. Leslie pointed out that if funded, part of the contract requirement the agency would have to agree to would include the collection of income data.

Commissioner Seltzer said the answer given by the agency representative to the Commission was not satisfactory on the income information point. Taking a general survey every six months or so is simply not adequate. Ms. Leslie noted that a number of agencies ask their clients to self identify their income status; they do not ask for pay stubs to verify the information.

Commissioner Stout allowed that other programs and agencies, including the Police Department, depend on the Renewal Food Bank program. It is evident the program is serving a very real need. While it is possible that people who do not have low-income status could end up getting food from the program, it is far more likely that pride keeps most people from going to food banks. The vast majority of clients served actually need food.

There was consensus to allocate \$10,000 to the application.

40. Chinese Information and Service Center – International Family Center-Eastside

Ms. Leslie noted that the other Eastside cities will be giving a COLA only to the Cultural Navigator portion of the program.

There was agreement to allocate \$53,251 to the application.

55. Consejo Counseling & Referral Service – North & East King County Latina DV Advocacy Program

Ms. Leslie noted that Redmond will be funding the full request from the agency.

Commissioner Huenefeld-Gese stressed the importance of the program to the Latino community in Bellevue, which is continuing to grow.

There was agreement to allocate \$15,000 to the application.

57. Eastside Domestic Violence Program – Community Advocacy Program

There was agreement to allocate \$134,155 to the application.

64. Community Health Centers of King County – Natural Medicine Program

Commissioners Beighle and Stout said they had not been impressed by the information supplied to the Commission about natural medicine. Commissioner Stout added, however, that the program does appear to be a gateway for a segment of the community for getting them into other services.

There was agreement to allocate \$3,750 to the application.

68. Elder and Adult Day Services – Comprehensive Adult Day Health Services

Commissioner Seltzer said she could support increasing the allocation for the program given that it is the only one of its kind available on the Eastside.

There was agreement to allocate \$40,000 to the application.

70. NAMI Eastside – HERO House

Ms. Leslie informed the Commissioners that Redmond will be funding the program at the \$7,500 level.

Commissioner Huenefeld-Gese said she would support giving the application \$10,000.

There was agreement to allocate \$10,000 to the application.

79. Bellevue Community College – Adult ESL

There was agreement to allocate \$27,304 to the application.

84. Jewish Family Service – Refugee and Immigrant Service Center

There was agreement to allocate \$136,990 to the application.

85. Jubilee REACH Center – Story Time - ESL Program

Chair Yantis and Commissioner Stout said they could support putting a little more into the program.

There was agreement to allocate \$10,000 to the application.

Given that there were still funds to be allocated, the Commission returned to Application 19, Senior Services, Meals on Wheels, and increased the allocation to \$12,000.

Chair Yantis noted that an additional \$6,500 could be captured by revisiting the applications to which full funding was allocated because it was so close to the COLA amount.

Commissioner Seltzer said she would favor recapturing those funds and giving it all to Eastside Baby Corner.

The Commissioners reviewed the applications earmarked for full funding and concluded that the following applications should be left whole: Senior Services, Volunteer Transportation; Eastside Domestic Violence Program, My Sister's Home; Hopelink, Avondale Emergency Shelter and Transportation; King County Sexual Assault Resource Center; Sound Mental Health, Eastside Behavioral Responsibility Program. All other applications initially marked for full funding were rolled back to the COLA level to free additional dollars.

It was agreed to take a short break to allow staff to recalculate and verify the numbers.

****BREAK****

Chair Yantis reported that a total of \$4,685 was available to distribute.

Commissioner Hoople suggested allocating the full amount to Eastside Baby Corner.

Ms. O'Reilly said she attended the recent EISCC meeting at which Steve Roberts gave a presentation about the status of the Congregations for the Homeless Emergency Shelter program. She said the need for the rental subsidies is key to the success of the program. Landlords have been found who are willing to rent to the homeless single men, and funding is needed for case managers to make sure the men are closely followed. She suggested that putting the freed dollars toward that program would help a lot.

Commissioner Lazetti allowed that because an additional \$13,000 had already been given to Eastside Baby Corner, she could support giving the \$4,685 to Congregations for the Homeless Emergency Shelter. Ms. Leslie said that would bring the total allocation for the program to \$57,616.

There was agreement to allocate the full \$4,685 to the Congregations for the Homeless Emergency Shelter program.

Ms. Leslie said it appeared the Commission would not need to meet on September 23 as scheduled.

- 7. OLD BUSINESS – None
- 8. NEW BUSINESS – None
- 9. PETITIONS AND COMMUNICATIONS – None
- 10. ADJOURNMENT

Chair Yantis adjourned the meeting at 8:20 p.m.

Secretary to the Human Services Commission

Date

Chairperson of the Human Services Commission

Date