

CITY OF BELLEVUE
HUMAN SERVICES COMMISSION
MINUTES

May 11, 2010
6:30 p.m.

Bellevue City Hall
City Council Conference Room 1E-120

COMMISSIONERS PRESENT: Chairperson Huenefeld Gese, Commissioners Beighle, Bruels, Hoople, Plaskon, Stout, Yantis

COMMISSIONERS ABSENT: None

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

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:31 p.m. by Chair Huenefeld Gese who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Hoople who arrived at 6:40 p.m.

3. APPROVAL OF MINUTES

A. March 16, 2010

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

B. April 6, 2010

Commissioner Stout called attention to the fourth paragraph on page 2 and suggested the first sentence should read "Commissioner Stout asked how many riders will be needed in order to assure continued funding for the program."

Commissioner Bruels referred to the second paragraph on page 2 and asked that it be revised to read "Commissioner Bruels asked if Overlake Hospital has been

notified about Easy Rider. He noted that transportation issues act as a barrier to discharge to many older or disabled patients.”

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

4. PETITIONS AND COMMUNICATIONS

Ms. Hannah Kimball, 16225 Northup Way, spoke as vice-chair and on behalf of the Bellevue Network on Aging. She noted that Mayor Davidson on May 10 proclaimed May to be Older Americans Month. The Network on Aging was established in 2006 and its members are all volunteers who either live or work in Bellevue. The Network acts in an advisory capacity to the Parks and Community Services Department; it studies, reviews and makes recommendations with regard to issues affecting older Bellevue residents. The city’s demographics are changing, and a growing percentage of the population is entering the older adult age group. Safety, purpose, independence, the ability to make decisions, and planning for the future are some of the factors that create stability for older adults and lead to fewer transitions in their later years. The Network strives to enhance stability in the lives of older adults and to make Bellevue an age-friendly community through a combination of activities, including outreach, research, and advocacy. The Commission was encouraged to consider the needs of the growing older adult population. The integration, understanding and collaboration of multiple generations provides a framework for a vibrant and connected community. Copies of the Network’s 2009-2010 Annual Report were shared with the Commissioners, and they were invited to attend the Network meetings which occur the first Thursday of each month at 8:30 a.m. at City Hall.

5. STAFF AND COMMISSION REPORTS

Commissioner Stout said she had the opportunity to participate in a conference call with the Children’s Alliance summarizing the results of the legislative session. She said the outcome for children was surprisingly positive in spite of a very difficult session. While funding levels are not where anyone would like to see them, some significant progress was made, particularly in the area of early learning planning and infrastructure building.

Human Services Manager Emily Leslie reported that National Volunteer Week occurred during the month of April. She took the opportunity to acknowledge and thank the Commissioners for all the time and effort they put into serving on the Commission. She said it is both a joy and an honor to serve with volunteers of such a high caliber.

6. DISCUSSION

A. Preliminary Review of Goal #1 Human Services Funding Applications

Ms. Leslie declared that the task facing the Commission of reviewing all of the applications in a much shorter time period will be challenging. She explained that during the first round of reviews the focus will be on identifying any pressing questions that need to be answered before a funding decision can be made, but clarified that the compressed schedule will make it impossible for staff to follow up on long lists of questions.

Ms. Leslie explained that when the applications were being divided into their respective goal areas, it was decided to group them somewhat differently, primarily to better line up with the Needs Update. Accordingly, some applications that used to be in Goal 2 were moved to Goal 5. That will affect the review schedule.

Grant Coordinator Joseph Adriano allowed that the applications are not as readable as anticipated. Following the process, there will be a debriefing session with the HSConnect core group that may result in some revisions during the next funding cycle.

Commissioner Bruels asked if there had been any word yet from the Council regarding the funding level for human services. Ms. Leslie explained that the process has not yet reached the Council level. Currently, the departments are working to develop budget proposals to be submitted to the Results Teams. Their work will culminate in recommendations being forwarded to the City Manager for use in developing his budget which will be delivered to the City Council in September or October. The City Council is being kept in the loop but will not be directly involved until they have the City Manager's budget proposal in hand. Ms. Leslie said she is working to develop three proposals related to the work of the Commission: one on the human services contracts, one based on the adopted funding formula, and one that compares a ten percent increase or decrease.

Ms. Leslie said the first budget process public hearing by the City Council is slated for May 17 and suggested it would be timely for the Commission to make an appearance and highlight the fact that the human service funding requests total \$3.3 million.

Commissioner Hoople pointed out that in several of the applications, funding from the City accounts for a fourth of the total budget. He noted that the Commission has traditionally shied away from being a major funder, focusing instead on the gaps.

Commissioner Stout observed that several of the agencies that submitted applications to the City have suffered significant cuts from King County and United Way, which undoubtedly will influence their dependency on municipal funding. She suggested the Commission will need to keep in mind questions about infrastructure as it deals with the applications.

Chair Huenefeld Gese commented that different agencies used the word “output” differently in their applications. She suggested some clarification as the applications are reviewed would be helpful. Ms. Leslie said an output relates to how many and an outcome relates to changes brought about. For some programs, however, the two are the same by the nature of the services.

Commissioner Stout said the application materials and the clarity in the way they were presented was of a higher quality than in previous years.

Commissioner Bruels commented that with the exception of one or two applications he was disappointed with how poorly many of the agencies were grasping the concept of cultural competence.

1. Alpha Supported Living Services – Alpha Supported Living Services

Commissioner Plaskon said the agency has not previously made application for Bellevue funding. The agency works at getting developmentally delayed adults into group home settings as opposed to living in state hospitals. They have generally been very successful. He noted a typo in the application that showed their 2011 program costs at \$1 million rather than \$10 million. The agency has a large footprint in Bellevue with about a quarter of their clients served living in the city. Their stated outcome is improved client health and retaining staff, which is more of a goal than an outcome. The agency appears to have good funding from other sources, and the application seeks \$10,000 from Bellevue.

Commissioner Beighle asked how long the agency has been operating in Bellevue. Human Services Planner Alex O'Reilly said she met with staff from the agency recently and found that the organization used to be a part of Residence East before merging with Alpha Supported Living Services. She added that the city has not previously funded Residence East.

Mr. Adriano commented that the application included an audit and management letter. One of the findings in the management letter was related to Residence East and had to do with payments due an agency by Alpha that management did not know were not being made. He suggested that might be something to have clarified.

Commissioner Yantis said he had not been able to resolve their cost per unit by reading through the application. He suggested some clarification would be in order.

Commissioner Stout noted that the Commission has not in the past chosen to fund group homes. Alpha falls into that category, and she pointed out that funding one could open the flood gates to additional requests.

Commissioner Bruels concurred and pointed out that the application does not fit with the focus areas of recession impact and preservation of human services

infrastructure pending budget cuts from other sources. He said the need the agency address is real and significant, but with or without the recession their needs would be the same.

Commissioner Yantis said given the needs other agencies are facing, he would be inclined to deny a request for \$10,000 for an agency that has an overall budget of \$10 million.

The Commissioners agreed they would be unlikely to fund the application and as such determined not to ask the agency any questions about the application or its program.

2. Catholic Community Services – Emergency Assistance Program

Commissioner Hoople said the program has been around for a long time and has previously been funded by the city, though the application seeks a significant dollar increase. He questioned why a 28 percent increase in funding was being sought given that the program outputs were projected to decline.

Chair Huenefeld Gese observed that the agency is seeking the same level of funding from both Bellevue and Kent, though the number of Bellevue clients served in their projected outputs is only half of Kent's.

Commissioner Beighle said she saw no mention in the application of the program staff receiving any cultural competency training. She also noted that revenues do not equal expenses in the application. Absent any anticipated county funding cuts for emergency assistance, the application does not justify the funding increase.

Commissioner Bruels commented that the program has a high impact level on the Commission's goal areas.

3. Catholic Community Services – Harrington House Expanded Care Model

Commissioner Yantis said the city has funded the program in the past but according to the application the program is being expanded. The program provides safe and stable housing for homeless pregnant or new-parent women for up to 12 months; comprehensive case management; life skills building classes and workshops on parenting; and limited after-care crisis counseling with home visits and the delivery of emergency supplies. The program is seeking to add comprehensive family support services for those who exit Harrington House, and to other high-risk pregnant women and families with children in King County.

Answering a question asked by Commissioner Yantis, Commissioner Stout explained that Sophia's Place is a shelter for homeless single women and said it does not overlap with the Harrington House program.

Commissioner Beighle asked why the unit cost was so high for the transitional bednights. She said she assumed the higher cost is tied to the prenatal and infant care.

Commissioner Yantis concurred that the unit cost for housing seems high but suggested it could be all the services offered that makes the unit cost rise.

There was agreement to ask the agency to clarify the per unit costs and what they entail.

4. Eastside Baby Corner – Distribution of Basic Essentials for Children

Commissioner Bruels said the agency collects items for children and supplies them to agencies serving families with children. The agency has a big footprint in Bellevue. The increase in funding being sought from Bellevue by the agency is significant and would account for a very large percentage of their overall budget.

Commissioner Hoople pointed out that the agency is moving away from all volunteer staff to paid staff. Commissioner Beighle added that the agency is anticipating adding another day per week for distributions.

Commissioner Plaskon commented that the operating expenses appear to be legitimate, but the “other” category totals \$2 million. Commissioner Yantis explained that the agency receives a great deal of in-kind contributions.

Commissioner Bruels said the program scores well relative to the Commission’s priorities. He disclosed that he serves as a leader in one of the churches that serves as a distribution/collection site for the agency but stressed that he has no fiduciary relationship with either the agency or the church.

5. Eastside Domestic Violence Program – My Sister’s Home Emergency Shelter

Commissioner Hoople said the program offers confidential shelter for victims of domestic violence.

The Commissioners had no questions about the application.

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

Commissioner Yantis said the shelter is operated to serve homeless men. The program moves from church to church and includes meals and case management. Administrative expenses amount to less than one percent of the total budget. The

City has funded the program for many years. The application seeks a ten percent increase. The program meets the Commission's goals.

Commissioner Bruels disclosed that functions in a leadership capacity with one of the churches that hosts the shelter, but stressed that he has no fiduciary relationship with either the church or the agency.

Commissioner Beighle pointed out that revenues do not equal expenses in the application.

7. Eastside Interfaith Social Concerns Council – Congregations for the Homeless Housing

Commissioner Bruels said the program subsidizes housing for men. The City funded the program in the last funding cycle, and the program is seeking a slight funding increase. He said the program meets the Commission's goals.

8. Eastside Interfaith Social Concerns Council – Congregations for the Homeless Outreach

Ms. Leslie said Joe Ingram has been doing outreach in the City of Redmond on a contract basis from his base at the Family Resource Center. When homeless persons are identified by the police or others, he goes out, meets with the people and works to get them connected to services. The program has not previously sought funding from Bellevue.

Commissioner Beighle allowed that the program has been successful in Redmond because of Mr. Ingram, but asked what will happen to the program if Mr. Ingram should no longer be associated with it. She expressed a hesitancy to fund a program based on a single person.

9. Eastside Interfaith Social Concerns Council – Sophia's Place Program for Single Women

Commissioner Yantis said the program places single women in apartments. The program is new to Bellevue. The program negotiates with landlords to accept a payment equal to 30 percent of the client's income. The program fits very well with the Commission's funding priorities.

Commissioner Bruels pointed out the huge decrease in contributions the program receives from the faith community.

Commissioner Stout said she likes the program because it seeks to move people from dire situations to a point where they can sustain themselves. The lives of the clients are truly changed as a result.

10. Eastside Interfaith Social Concerns Council – Sophia’s Place Program for Single Women

Commissioner Bruels said the program offers homeless single women overnight shelter. The program has not previously sought funding from Bellevue. The program is operating at capacity and has a waiting list.

Commissioner Yantis observed that the requested amount represents a sizable percentage of the program’s overall budget.

Commissioner Beighle noted that the funding will in part be used to increase the salary of the program director.

11. Emergency Feeding Program of Seattle & King County – Hunger Relief Program

Commissioner Stout noted that in the past there have been concerns about the finances of the agency, and at one time the Commission chose not to fund the program at all.

Commissioner Bruels said he liked the diversity and cultural competency statement in the application.

12. Emergency Feeding Program of Seattle & King County – Medically Vulnerable Low-Income Patients

Commissioner Yantis said the new program offers specially designed food packets for people that have particular dietary requirements. Clients are identified by case managers. The program is currently operational in Seattle only.

13. Food Lifeline – Client Service Support

Chair Huenefeld Gese said the program provides food and groceries for about 300 agencies around the area and is the largest hunger relief food distributor in the state. In Bellevue they work closely with Hopelink, Renewal Food Bank, Eastside Domestic Violence Program and others.

Commissioner Beighle said the program has a well-designed online food ordering system, utilizes a lot of volunteers, and is open every day. She voiced concern that the program is not seeking funds from either Kirkland or Shoreline even though it serves clients in those cities.

Mr. Adriano pointed out that even though the application states that Bellevue awarded the program \$2000 in the last funding cycle, no allocation was in fact made to the program.

Commissioner Stout said the organization does a lot of grant writing but does not engage in fundraising efforts. The operation is exceedingly well run and heavily relies on volunteers. Food is purchased in very large lots and then is broken down and distributed to food banks. Food Lifeline and Northwest Harvest are the only two organizations of their kind operating in King County.

Commissioner Beighle pointed out that the application anticipates no funding reductions from government organizations, expects revenues to increase by five percent, but also projects expenses to increase by seven percent.

14. Friends of Youth – Homeless Youth Services

Chair Huenefeld Gese said the shelter and transitional housing program for homeless youth includes a certified dependency counselor to do drug and alcohol assessments. Also offered are parenting classes, individual, family and group counseling sessions, and employment services. Youth can remain in the shelter for up to 15 days before being moved into transitional housing for up to 24 months.

Chair Huenefeld Gese said she was unclear about the fundraising numbers listed in the application.

Commissioner Beighle observed that the unit costs are inconsistent from city to city. In Bellevue the unit cost is \$103, in Issaquah it is \$83, but it is only \$56 in Bothell.

There was agreement to ask the agency why the Bellevue unit costs are higher than anywhere else.

15. Friends of Youth – The Landing Young Adult Shelter

Commissioner Beighle said the shelter is open Sunday through Thursday and allows youths to stay for up to 30 nights within a three-month period. The clients are afforded meals, showers and laundry facilities. There are case managers at the shelter as well.

Chair Huenefeld Gese observed that the unit costs for each city are equal, and that the program is asking other cities for money instead of relying just on Bellevue.

Commissioner Bruels commented the application was one of the few that even referenced the Needs Update.

Mr. Adriano verified that the number in the application indicating the previous Bellevue award was incorrect.

Commissioner Hoople pointed out that the amount asked for in the application is actually less than was previously awarded, and that the agency's income from fundraising had decreased.

16. Hopelink – Avondale Park Transitional Housing and Emergency Shelter

Chair Huenefeld Gese commented that the program offers emergency shelter for up to 90 days and transitional housing for up to two years. Comprehensive case management services for families with children are offered.

Commissioner Beighle added that the program collaborates with Friends of Youth and Hopelink. It specializes in households between the ages of 18 and 24, and the clients must pay 30 percent of their incomes for rent.

Commissioner Hoople said he was confused relative to service unit three. The cost has traditionally been around \$32, but the application lists \$83. However, the number of units reported is decreased, which helps to balance out the numbers.

Chair Huenefeld Gese noted that the method of calculation has changed from the way it was done before. The new method is more accurate.

17. Hopelink – Emergency Feeding Services

Commissioner Beighle said the program includes special food packets for clients with various health conditions and cultural differences. She said the application was confusing with regard to how many distribution centers there are. Ms. Leslie said there are currently centers in Bellevue, Redmond, Kirkland, Shoreline and SnoValley. The Bothell location was closed.

Commissioner Hoople pointed out that the agency is seeking a decrease in funding from Bellevue and indicates a 300-percent increase in fundraising revenues.

Commissioner Beighle questioned why the output in Sammamish is so high given that there is no facility there. She added that emergency feeding appears to have a much higher unit cost.

18. Hopelink – Emergency Services Program

Chair Huenefeld Gese said the program provides low-income clients with basic needs, including food and emergency financial assistance. Clients are able to select food items to meet their specific needs.

Commissioner Bruels said he liked the way the program works collaboratively with other agencies and programs.

Chair Huenefeld Gese noted that the application lists the agency's overall fundraising rather than being specific to the program.

19. Hopelink – Transitional Housing and Emergency Shelter Program

Chair Huenefeld Gese said the program offers shelter for up to 90 days and transitional housing for up to two years, and includes comprehensive case management.

Commissioner Beighle suggested the unit cost is very reasonable and added that it is fairly even for all of the cities.

Chair Huenefeld Gese commented that while Hopelink is excellent at developing partnerships, the application was not very specific with regard to partners for the program.

Commissioner Beighle said the method of tracking outcomes is not clearly spelled out in the application.

20. Hospitality House – Hospitality House Women’s Shelter

Chair Huenefeld Gese said the program offers shelter, food, case management and programming services for homeless single women in south King County. The agency is located in Burien and projects that it will serve three people from Bellevue in 2011.

There was agreement not to consider funding the application given the small number of Bellevue residents served.

21. KITH – KITH Transitional and Permanent Supportive Housing

Commissioner Beighle said the program clients are homeless families and individuals at risk of becoming homeless. The agency owns 20 units in two locations in Kirkland and has contracts with other non-profit groups. She said she was curious as to why no funding was being sought from Redmond given that there are clients from that city.

Chair Huenefeld Gese observed that the unit costs and case management costs are very low.

Commissioner Stout noted that the organization was floundering two years ago and has been working hard to get stabilized with a new Executive Director.

22. National Council of Jewish Women Seattle Section – Furnishing Peaceful Homes: Shalom Bayit

Chair Huenefeld Gese said the program helps women who are escaping domestic violence situations furnish their homes.

Commissioner Beighle suggested the program is not cost effective. She also pointed out that the application does not indicate any requests being made from other cities.

Commissioner Stout observed that the request for funding in the last cycle was turned down by the Commission.

Commissioner Bruels said the program is a very good one but does not fit the Commission's funding priorities.

It was agreed not to consider the application for funding.

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

Chair Huenefeld Gese said the program provides outreach for underserved communities and increased access to federal basic food programs. Instead of providing food, the program helps people gain access to programs that provide food.

Commissioner Beighle noted that funding was not being sought from Kent, Renton or Tukwila.

24. Senior Services – Meals on Wheels

Commissioner Stout said the Commission has previously funded the program. She noted that the application was not seeking a funding increase. The program provides a week's worth of frozen meals to homebound elderly clients. She said she did not understand from the application whether or not the food preparation and dietetic services are contracted out or on bid.

Commissioner Bruels said he liked the outcome statement.

25. Society of St. Vincent de Paul of Seattle/King County – St. Vincent de Paul in Bellevue

Commissioner Stout said the new application seeks funding only from Bellevue.

Commissioner Bruels said he is a member of one of the three parishes the program operates in but stressed that he has no oversight over the program or any fiduciary relationship.

Commissioner Stout asked if the program serves any non-Bellevue clients. Mr. Adriano said the way the program used to operate is clients had to make a call to the call center and identify their residence so the correct parish could be notified. Commissioner Stout allowed that the program fits well with the Commission's priorities.

Commissioner Beighle commented that serving 6500 in Bellevue seems very high.

Commissioner Bruels noted that there is no indication in the application as to what the program's follow-up is.

26. Solid Ground – Housing Stability Project

Commissioner Stout said the application seeks a small increase over the previous funding allocation. The agency is very well regarded in King County. She voiced concern that funding is only being sought from Bellevue. Ms. Leslie clarified that funding from the other cities comes from CDBG dollars through the King County Consortium to which Bellevue is not a party.

Commissioner Bruels observed that the program is dedicated to social change.

27. St. Andrew's Housing Group – Andrew's Glen

Commissioner Stout said the program offers housing to households of low- and moderate-income status. The first applicants will not be moved into the units until the third quarter of 2011. She voiced concern about not having an outreach plan identified in the application, and questioned whether or not clients will be limited to Bellevue residents only given that funding is only being sought from Bellevue. Half of the units will be offered to veterans and their families, but others in need in the community should not be overlooked.

Commissioner Stout observed that the application is not clear with regard to the anticipated length of residency. Ms. Leslie said the units are intended to be permanent.

28. St. Andrew's Housing Group – Resident Services

Commissioner Stout said the application seeks a small increase over the previous allocation. The program is located in Bellevue.

29. Salvation Army of King County – Eastside Corps

Commissioner Stout said the application seeks a substantial increase over the previous allocation. She questioned why the unit cost for meals is so high given that the hot meals themselves are offered as donations by churches. It was agreed that issue should be clarified.

Commissioner Stout also noted from the application that service units are projected to increase in 2011 based on the increase in requested funds from cities and the subsequent increase in the amount of assistance provided.

30. World Impact Network – Renewal Food Bank

Commissioner Stout said the program was first funded by Bellevue during the previous allocation cycle, and the agency is seeking an increase equal to three times the original allocation. She stated that while she is concerned about the percentage increase, the agency is doing very good work in the community. Their distributions occur weekly, and their record-keeping has been significantly tightened up.

Commissioner Beighle expressed concern over the fact that they serve undocumented clients. The application states that 72 percent of the clients are Bellevue citizens and that 60 percent are Hispanic. She suggested the Commission should discuss the issue before making a decision regarding funding.

Commissioner Hoople pointed out that one reason for the significant increase is the fact that the agency intends to give their employees a ten percent pay raise.

31. YWCA of Seattle/King County – Angeline’s Eastside Women’s Day Center

Commissioner Stout said the program houses homeless women.

The Commissioners had no questions regarding the application.

32. YWCA of Seattle/King County – Emergency Housing

Commissioner Stout said the new program is for three apartments, one each in Kent, Auburn and Renton. She said it does not appear the program would be appropriate for Bellevue to fund.

Mr. Adriano said the agency reported in 2009 that 180 Bellevue residents were turned away from their south county office. The request is likely predicated on that information. He also suggested that the blank spaces on the application were due to operator error.

33. YWCA of Seattle/King County – Family Village Transitional Housing

Commissioner Stout said the application seeks essentially flat funding. The program offers housing for homeless persons, including single men with children and single mothers with children.

Commissioner Hoople noted that the numbers on the staff spreadsheet did not match the numbers in the application. Mr. Adriano said the program is funded with CDBG dollars and the application was drafted without the benefit of knowing what the CDBG allocation for 2011 would be.

