

CITY OF BELLEVUE
HUMAN SERVICES COMMISSION
MINUTES

June 19, 2012
6:30 p.m.

Bellevue City Hall
City Council Conference Room 1E-113

COMMISSIONERS PRESENT: Chairperson Bruels, Commissioners Beighle, McEachran, Perelman, Plaskon, Stout, Yantis

COMMISSIONERS ABSENT: None

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

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:02 p.m. by Chair Bruels who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Perelman, who arrived at 6:05 p.m., and Commissioner Plaskon, who arrived at 6:09 p.m.

3. PETITIONS AND COMMUNICATIONS – None

4. STAFF AND COMMISSION REPORTS

Emily Leslie reported on the Alliance of Eastside Agencies (AEA) luncheon which honored award winners in several categories. She acknowledged Joseph Adriano who did an amazing job preparing the videos for each of the winners.

Ms. Leslie presented Human Services Planner Alex O'Reilly with a certificate signed by the mayor and city manager in recognition of her 15 years of public service at the city of Bellevue.

Assistant Director Terry Smith noted that Eastside Pathways is a citywide initiative that began about a year and a half ago. Ms. O'Reilly is involved with the organization whose primary purpose is to bring the community together and develop a cohesive and collective strategy for coming together to support children and ensure their

success from pre-natal to career. The initiative defines success in terms of six goal areas, including education and safety. The grassroots organization is in it for the long haul. In the next funding round the Commission may want to engage Pathways in the discussion regarding funding priorities. The city is currently funding agencies and organizations that are part of Pathways, and as the organization evolves and develops it may have a good handle on needs in the community as well as funding sources. He added that it would be a good idea for the city to remind organizations that are part of Pathways to take the metrics that are being developed and overlay them with what the city is asking in terms of outcomes and incorporate them in the work they are doing, bringing things into alignment for the next funding cycle.

5. DISCUSSION

A. Full Human Services Application Review (Goals 4 & 5)

81. AtWork! – Community Liaison

Chair Bruels and Commissioner Stout recommended full funding, noting that the application goes hand in glove with the transitional employment consultant application.

Preliminary award: \$38,960

82. AtWork! – Transitional Employment Consultant

Preliminary award: \$34,480

83. Bellevue College – Preparing for Work

Commissioner Stout expressed concern about the funding sources for the program. Ms. Leslie explained that several years ago the Commission was given funds for an ESL program. An RFP was issued and Bellevue Community College stepped up and was awarded the funds. The program has been a city-funded program from its inception. Commissioner Stout commented that even so there are other sources of funding that the program has not gone after.

Commissioner McEachran disclosed that his wife works with the program as part of the ESL teaching team.

Commissioner Stout allowed that the work being done is valuable. She said she was questioning the decisions made over the years not to pursue other funding sources. She said she also found it difficult to believe that the funds are used only for Bellevue residents.

Preliminary award: \$57,100

84. Bellevue College – Career Center

Ms. Leslie noted that for many years the program was called the Displaced Homemakers program.

Commissioner Stout said the program is a good example of funding diversification.

Preliminary award: \$21,011

85. Bellevue College – Head Start

Commissioner Perelman found it hard to believe that 150 of the clients served were not identified as to their city of residence. Chair Bruels said the answer could lie in the fact that the program serves homeless families that may not have a fixed address.

Preliminary award: \$18,000

86. Bellevue School District – Early Learning Program

Chair Bruels observed that a large increase in funding had been requested for the program. Commissioner Stout commented that the program is expanding to a number of new schools. She stressed the importance of early learning programs.

Ms. O'Reilly pointed out that the budget indicates a substantial decrease in the amount from Working Connections; in the 2012 legislative budget that line item was not cut as much as was feared, but the cuts have had an impact on the number of families who can put their children into the childcare program.

Mr. Smith informed the Commission that the school district has been making changes to how they address out of school time for all ages up to fifth grade. The application does not clarify where the additional resources are going relative to age groups. The district has expanded its school-age before- and after-school programs to all elementary schools, which has affected some programs offered by outside agencies. The Early Learning program is the overall name for the district's entire daycare program. He suggested it would be good to know the scholarships by before-school and school-age.

Commissioner Stout questioned why the district would apply the early learning program name to a program that actually covers children up to age 12; by definition early learning ends at the age when children enter school. Ms. Leslie pointed out that the program title got shortened in the application; the application actually covers the early learning and after-school programs.

Commissioner Yantis pointed out that in discussing the application for the Bellevue School District human services specialist the recommendation was that the district

should seek additional funding from the Bellevue Schools Foundation. He said the Commission should be consistent and make the same suggestion for the early learning program application.

Commissioner Perelman said she did not disagree that the program should seek funding from other sources for the long term.

There was agreement to fully fund the application and to encourage the program to diversify its funding base.

Preliminary award: \$102,126

87. Boys and Girls Clubs of Bellevue – Project Learn

Commissioner Stout said she was impressed with the outcomes for both of the Boys and Girls Clubs program. Ms. O'Reilly noted that the outcomes data was included in the staff review but not in the application materials.

Commissioner Stout noted from the staff review that the program is projected to have a surplus for 2013 and asked if anything is known why the agency was seeking a large increase for the program. Ms. O'Reilly said she did not have an answer to that question.

Preliminary award: \$41,116

88. Boys and Girls Clubs of Bellevue – Summer Camp

Commissioner Stout commented that the kids served by the program otherwise would be sitting at home alone or running loose in their neighborhoods. Mr. Smith said the program serves especially younger school-aged kids who, if not at the camp, would be home alone or under the care of a slightly older sibling. The agency does a lot of fundraising for the program and relies on program fees.

Commissioner Stout pointed that within six months of opening the summer program in the King County Housing Authority, juvenile crime dropped 33 percent, and there were 55 percent fewer emergency calls for violent acts. She said she helped start the program in 1984 with former Bellevue Human Services Manager Rob Beem. Mr. Smith said he was with the city at that time as well and agreed that the program has yielded tremendous benefits.

Preliminary award: \$22,214

89. Cares of Washington

The application did not meet the minimum request guidelines.

Preliminary award: \$0.00

90. Child Care Resources – Child Care Consumer Education and Provider Quality Improvement

Chair Bruels said the program is outstanding.

Ms. O'Reilly mentioned that beginning on July 1 Child Care Resources will be in control of information and referral for the entire state.

Preliminary award: \$43,923

91. Child Care Resources – Child Care Financial Assistance

Commissioner Stout noted that where Child Care Resources in Application 90 was asking Bellevue for what amounts to only 3.3 percent of its overall budget, the financial assistance program application was seeking 57.4 percent of its budget from the city. Ms. O'Reilly said originally the funds were given to the King County Child Care Program which was managing the program for the city. King County has stepped away from providing those services, so city staff approached Child Care Resources and asked them to manage the program for Bellevue. There is a percentage used for administration pay for the staff who manage the program, and the rest of the dollars are allocated directly to childcare providers in the form of scholarships.

Commissioner Yantis said he supported fully funding the application, but said if it becomes necessary to cut back, he would support less than full funding for the application.

Preliminary award: \$43,990

92. Child Care Resources – Homeless Child Care

The Commission supported fully funding the application.

Preliminary award: \$13,045

93. Hopelink – Adult Education

The Commission supported fully funding the application.

Preliminary award: \$41,000

94. Jewish Family Service – Refugee and Immigrant Service Centers

The Commission supported fully funding the application.

Preliminary award: \$148,200

95. Jubilee REACH

Commissioner Stout said her understanding before reading the application was that the program utilized a lot of volunteers. The budget, however, shows quite a bit for salaries.

Ms. O'Reilly called attention to the fact that no annual outcomes were reported for 2011; the report was due July 15, 2011. The outcomes were in fact not received until June 14, 2012, and they were not submitted on the required form. Without prior discussion, there was a change regarding which outcomes the agency would be reporting on. The outcomes statement and measurement indicators included in the staff review reflect those in the contract signed for 2011. What the agency has reported are outputs rather than outcomes, including average attendance per day and the annual number of participants in the ESL classes; the same kind of output calculations were submitted regarding the story time program. The application submitted for the new funding cycle states in the outcomes section the intent to track on a spreadsheet the individual participants for each day and specific class, which again is an output. Nothing is said about how they intend to measure proficiency, so it is unclear how they will determine when students should be moved from one level to another.

Mr. Adriano commented that the agency has undergone a number of staff changes over the last year and a half. He added that the agency ranks among the top agencies that are poor in terms of responsiveness to city requests for information.

Commissioner Stout wondered if in eagerness to support the kind of community involvement that Jubilee REACH program represents the Commission jumped too quickly to support an organization that did not yet have all the kinks worked out. She questioned whether or not the program can be sustained. Mr. Adriano pointed out that the program did very well in its first couple of years, but something happened over the last year. Ms. O'Reilly added that the agency at one point went nine months without reimbursement because they simply did not submit a bill to the city.

Chair Bruels observed that the requested funds represent a very high percentage of

the program's overall budget, and suggested that the program may not be able to continue if the city does not fund it.

Commissioner Perelman questioned why the Commission would choose to fund an organization that is unable to provide the required documentation. Chair Bruels agreed, adding that absent receiving reports the city has no way of knowing if the agency is doing what they contracted to do.

Commissioner McEachran said his congregation was involved in the program when it began because of its supporting relationship with the school district and the Lake Hills community. That relationship has been diluted somewhat by the extension of the programs, and the range of change should be questioned.

Commissioner Stout questioned the operational expenses figures in the application that indicated expenditures of more than \$2 million annually between 2009 and 2011, and the projected expenditure level of more than \$3 million in 2012. She noted that that dollar amounts are not reflected in the budget figures. If they are real, nothing is said about how those dollars are being spent or where those dollars are coming from. Ms. Leslie clarified that the budget figures in the application are for the program only and do not reflect the entire agency's budget.

Answering a question asked by Commissioner Stout, Mr. Smith said the city used to operate an after-school program for free in three middle schools. When the city elected to get out of the practice it did an RFP and selected three agencies to operate in the three middle schools. Jubilee, the YMCA and the Boys and Girls Club received \$50,000 each to operate for one year. In subsequent budget cuts the city's subsidies for those programs was eliminated. The YMCA and the Boys and Girls Club ceased operation of their programs, but Jubilee said it would continue at Highland and would subsidize the program itself. Additionally, Jubilee said it intended to expand the middle school after-school program to include a sports program. The sports program was implemented in 2011 using volunteer coaches and corporate sponsorships.

Commissioner Plaskon said he had no doubts about the value of the program, but suggested it is very poorly administrated.

Asked by the Commission if not funding the application would be a mistake, Mr. Smith said the Commission clearly had discussed both sides of the issue. The funds to be allocated are taxpayer dollars, and the city is being scrutinized more than ever in terms of how it is spending taxpayer dollars. There is an accountability issue that is valuable and important; everyone must be held accountable while recognizing that there is always a threshold for education, awareness, and supporting agencies that are making a good faith effort to respond to what they hold to be reasonable outcomes. The question is whether or not the organization is making a reasonable effort. The fact is that the organization has been negligent in responding to what they said they were going to do, and it is reasonable for the Commission to hold the agency accountable for that. In acting on the Commission's recommendations, the

Council trusts the Commission has done its due diligence in ensuring that the dollars will be spent wisely in ways that will support the city's goals.

There was consensus not to fund the application because the agency had not fulfilled its obligations under the previous contract in a timely manner.

Preliminary award: \$0.00

96. Kindering Center – Early Care and Education Consultation

The Commission supported fully funding the application.

Preliminary award: \$79,642

97. Korean Women's Association – Jobs and Home Care – King County

Commissioner Stout said she was left confused after reading the application with regard to what the program purports to do. Commissioner Beighle concurred.

Chair Bruels pointed out that the program is based in Tacoma.

There was consensus not to fund the application because the scope of the program is confusing.

Preliminary award: \$0.00

98. Lake Washington Institute of Technology

There was consensus not to fund the application because the city is amply funding a similar program at Bellevue College.

Preliminary award: \$0.00

99. YMCA of Greater Seattle – Child Care

There was consensus to fully fund the application.

Preliminary award: \$30,739

100. YWCA of Seattle – King – Snohomish Employment Services

Commissioner Stout noted that the amount requested from the city represents a fairly high percentage of the overall program budget.

Answering a question asked by Chair Bruels, Ms. Leslie said the program is based in Redmond at the YWCA Family Village.

Commissioner Perelman said she likes the idea that the clients are not exited from the program until they obtain permanent employment.

Mr. Adriano said two years ago city staff made YWCA staff aware of Refugee Women's Alliance (REWA) basic food program, but nothing came of it in terms of a relationship. He said he would continue to encourage the formation of a relationship between the two agencies.

Preliminary award: \$36,305

105. Hopelink – Employment Program

It was noted that the application had been moved from CDBG to the General Fund category.

There was consensus to fully fund the application.

Preliminary award: \$24,047

Mr. Adriano informed the Commissioners that with the preliminary award numbers added up, there was \$22,000 remaining to be allocated.

Ms. Leslie said staff had spent some time looking for consistencies and making sure all similar agencies are treated the same way. She said in the area of emergency financial assistance some inconsistency was found in the rationales, particularly with regard to the Salvation Army application which the Commission had decided to defund using as the primary rationale the lack of case management and comprehensive services available to clients. A re-read of their application highlighted the fact that the Salvation Army offers case management for up to 12 months. In addition, financial literacy classes are held for clients who have reached their limit for getting financial assistance.

Commissioner Plaskon said the fact that the program does involve case management puts the application in a new light.

Commissioner Perelman asked when staff last visited the agency and she was told by Mr. Adriano that it was in 2010. He said Kirkland is the lead agency but Bellevue staff participated in the monitoring visit.

Commissioner Yantis allowed that the program is an important one in times of economic hardship. Chair Bruels concurred, adding that the Commission wants to focus on prevention and noting the preventive element of programs that offer immediate financial assistance.

Commissioner Beighle reiterated her concerns about the religious overtones of the organization. Commissioner Perelman said she also was uncomfortable with the religious nature of the organization. Commissioner Yantis pointed out that there is no evidence that the program staff do anything more than provide the assistance needed by the clients.

Commissioner Stout suggested compromising by funding the Salvation Army application at the previous funding level, \$14,163, and by not funding the St. Vincent de Paul application. There was consensus to adopt her suggestion.

Commissioner Stout pointed out that the preliminary recommendation put \$150,000 into Congregations for the Homeless, but only \$92,000 to Sophia Way, which is moving to a larger shelter and expanding its program. The Sophia Way allocation when added to the YWCA and Angeline's Place allocations only comes to \$117,300. More is earmarked for men's shelter than for women's shelter.

Commissioner Beighle noted that in fact there are more homeless men than women. Ms. Leslie said if the winter shelter is any indication, that is certainly true.

Commissioner Yantis commented that in making its preliminary recommendation concerning Sophia Way, the Commission was clearly in favor of the application but acted cautiously in making the funding recommendation.

Commissioner Perelman proposed giving the remaining unallocated funds to the Sophia Way Eastside winter shelter, Sophia's Home and Sophia's Place applications.

Commissioner Yantis said another option would be to hold on to the unallocated funds to make it easier to respond to comments made at the public hearing. Commissioner Beighle said she would prefer not to leave any money on the table.

Commissioner Perelman said she would support moving some of the funds preliminarily allocated to Congregations for the Homeless to Sophia Way.

Commissioner Yantis said another option would be to keep the Hopelink employment program in the CDBG category, which would free up another \$24,000 from the General Fund side.

It was decided to move on to reviewing the CDBG applications. Mr. Adriano said Seattle is projecting flat CDBG funding for 2013. Because the city usually relies on their guidance, Bellevue staff are also projecting flat funding from that source. Because the early projection was there would be a ten percent reduction in the allocation, the amount of CDBG funds left unallocated is higher than previously calculated. He noted that \$570,462 was available for non-public service programs, with application 105 included under Goal 5.

Commissioner Beighle said she would favor leaving application 105 in the General Fund category and giving more money to the major home repair program.

Ms. O'Reilly reminded the Commission that the city's CDBG allocation is based on population, so the fact that the city has recently completed annexation of some 3000 households will change the numbers. It is known that there are some lower-income households in the Eastgate area that may be eligible for the major home repair program.

Commissioner Perelman said she could support giving more to both the major and minor home repair programs, and holding ARCH flat. Ms. Leslie said ARCH has been cut every year as the amount of available funding has fallen. She added that it is becoming increasingly difficult to use CDBG funds for ARCH projects because of the federal restrictions and requirements; the city's General Fund dollars that are allocated to ARCH have no strings attached.

Chair Bruels said he likes the ARCH approach because of the degree to which it leverages Bellevue dollars, giving the city a lot of bang for its buck.

Commissioner Yantis said he would support keeping ARCH flat and fully funding both the Minor and Major Home Repair Programs, as well as the Planning and Administration applications.

101. A Regional Coalition for Housing – Housing Trust Fund

Preliminary award: \$44,498

102. City of Bellevue – CDBG Administration

Preliminary award: \$31,925

103. City of Bellevue – CDBG Planning

Preliminary award: \$90,313

104. City of Bellevue – Major Home Repair

Preliminary award: \$358,396

106. Senior Services – Minor Home Repair

Preliminary award: \$45,330

****BREAK****

Ms. Leslie said the recommendation of staff relative to developing a contingency plan was to use percentages rather than exact dollar amounts.

There was agreement to apply ten percent of the CDBG funds above and beyond the preliminary allocations to the planning and administration applications, up to the federally capped amount, and to allocate the balance to the Major Home Repair application. There was also agreement to decrease the allocation to ARCH in the event the CDBG funds received are less than the preliminary allocations.

Chair Bruels congratulated the Commission for working through the allocation process in record time.

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

Chair Bruels adjourned the meeting at 8:25 p.m.

Secretary to the Human Services Commission

Date

Chairperson of the Human Services Commission

Date