

*The Human Services Commission approved these minutes on January 5, 2016*

CITY OF BELLEVUE  
HUMAN SERVICES COMMISSION  
MINUTES

November 17, 2015  
6:30 p.m.

Bellevue City Hall  
City Council Conference Room 1E-113

COMMISSIONERS PRESENT: Chairperson McEachran, Commissioners Mercer, Oxrieder, Villar

COMMISSIONERS ABSENT: Commissioners Bruels, Kline, Perelman

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

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:34 p.m. by Chair McEachran who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioners Bruels, Kline and Perelman, all of whom were excused.

3. APPROVAL OF MINUTES

A. April 21, 2015

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

B. October 6, 2015

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

C. October 20, 2015

A motion to approve the minutes as submitted was made by Commissioner Bruels. The motion was seconded by Commissioner Oxreider and the motion carried

unanimously.

#### 4. PETITIONS AND COMMUNICATIONS

Mr. David Johns Bowling spoke representing Congregations for the Homeless. He thanked the Commission for funding the programs offered by the agency. He noted that when he started with the agency in 2005, there were only four part-time employees serving about 140 men annually. Now during the winter months there are between 30 and 35 employees serving more than a thousand unduplicated persons. While it is exciting to know more of the need is being met, it is sad to know that not all of the need is being met. He thanked the Commission for its part in helping identify a space for the interim shelter. The shelter was operated 24/7 for both men and women, and some 234 different individuals were served during the six-week period from mid-September through the end of October; 36 were women and 198 were men. Of the total, 150 identified as being from Bellevue; 16 identified as being veterans; 90 identified as being disabled; ten identified as immigrants or refugees; and 34 percent were persons of color. Beginning November 1, the switch was made to the Eastside Winter Shelter model that operates from 8:00 p.m. to 8:00 a.m. serving men only; the program has on average been serving 60 men per night. The case management conducted at the interim shelter is being continued at the winter shelter; more case management could be done with more funding. The Day Center, which is hosted by the First Congregational Church, is serving about 65 men per day. The church has sold its building and another option will need to be identified by April.

#### 5. STAFF AND COMMISSION REPORTS

Commissioner Villar reported that she attended the community conversation about youth and the Mental Illness Drug Dependency (MIDD). She said she also attended the joint commission meeting along with other Commissioners and staff, and attended the Leadership Eastside luncheon where the civic incubator program was launched and was heartened to see affordable housing touted as being the most important issue.

Chair McEachran noted that he had also attended the Leadership Eastside luncheon and participated in the discussion regarding education. He added that the joint commissions meeting was also profitable, as was the cultural competence training.

Human Services Manager Emily Leslie introduced new Grant Coordinator Dee Dee Catalano.

Ms. Catalano said she worked for the city of Federal Way for nearly 14 years, beginning as the Administrative Assistance for the Human Services Division before becoming their CDBG Coordinator. She noted that she worked for the City of Bellevue for six years in the 1990s in the City Clerk's office.

Ms. Leslie said she also attended the cultural competence training and found it to be

very interesting and useful.

Ms. Leslie reported that earlier in the day she and Ms. Catalano attended a meeting of the King County Alliance for Human Services where they were celebrating passage of the Best Starts for Kids levy. King County Executive Dow Constantine was present along with other King County Councilmembers. The work to identify stable funding for human services has been underway since 2002 and the levy is a positive step in that process.

Human Services Planner Alex O'Reilly noted that she had participated in the cultural competence training as well. She also reminded the Commissioners about the annual meeting of the Eastside Human Services Forum on December 9 from 2:00 p.m. to 4:00 p.m. at the North Bellevue Community Center. The theme will center on how the different funding sources are narrowing their foci.

## 6. DISCUSSION

### A. 2015-2016 Human Services Needs Update – Final Draft

Ms. O'Reilly stressed that the document will not in fact be finalized until it is ultimately approved. She said time has been allotted on the Council's January 11 agenda to present the document ahead of the Council's annual retreat.

Ms. O'Reilly explained that the overview chapter contains highlights from each of the chapters. It also includes the gaps, something that is not included in the individual chapters. Referring to the community profile chapter, she noted that Gwen Rousseau, the city's demographer, updated a few points from recently released American Community Survey data, and noted that the data will be included in the next draft of the document.

Ms. O'Reilly pointed out that the previous draft did not include the Eastside Pathways chapter. The chapter, co-authored by Helena Stephens and herself and reviewed by executive director Stephanie Cherrington, has now been included in the document.

Commissioner Mercer commented that Eastside Pathways is the only organization called out in a special way in the document and she asked why. Ms. O'Reilly said the chapter could easily have been called a focus area along with the Diversity Advantage Plan; in past years the Needs Update has had two focus areas. The Eastside Pathways chapter will not be included every year, but it was felt that the strong collaboration the organization has with the city should be highlighted. She added that there are many organizations, both funded and not funded by the city, that serve as key partners in Eastside Pathways.

Chair McEachran called attention to the organizational chart on page 47 of the document and questioned whether or not it should be included. Ms. O'Reilly responded by reiterating that the Eastside Pathways chapter will not appear in the

next Needs Update. She added that it was necessary to create a SharePoint site in order to keep everyone internally at the city on point given how much is happening. The organizational chart was included only to provide clarification, but it could be removed from the document.

Commissioner Villar pointed out that in the acknowledgement section the makeup of the old Commission is referenced, and Ms. Catalano has not been added to the staff list. Ms. Leslie agreed the list should be updated.

Ms. O'Reilly called attention to page 123 and the living wage section and noted she had included a single calculator with values for the city of Bellevue. The previous draft had included data that did not fully mesh.

Ms. O'Reilly directed the attention of the Commissioners to page 165 under refugees and immigrants. She said the recent tragic events could trigger the need to revise the language of the section. At the time the section was written, there was no discussion about admitting more than the ceiling of 70,000 refugees. The Obama administration has indicated an additional 10,000 refugees from Syria will be added, and that change has been made to the draft. It is not currently known if even more will be allowed into the United States.

Ms. O'Reilly noted that on page 83 of the document a reference had been included to the Best Start for Kids levy. She said the draft would be revised to indicate the levy did in fact pass. She also commented that more information has been received since writing the veterans section on page 197 relative to the number of veterans in King County; those numbers were revised.

Commissioner Villar pointed out that the draft makes reference to the Bureau of Citizenship and Immigration Services. The agency has since changed its name to the United States Citizenship and Immigration Services.

Commissioner Oxrieder commented that in light of the tragedy in Paris and the talk about disaffected youth traveling to Syria, the goal related to connecting people to their community is to be appreciated all the more.

Chair McEachran referred to page 196 and suggested the successes reached by the cities of Kirkland and Bellevue with regard to providing housing to veterans through Imagine Housing is worthy of being highlighted. He agreed to draft some language.

There was unanimous consensus in support of the draft Needs Update.

Ms. Leslie explained that the first two meetings in January are typically spent focused on the funding process that will kick off in the spring. She provided the Commissioners with a sample of the supplemental information that was prepared for agencies during the last funding cycle showing the funding focus areas. To assist in the discussion, staff will prepare a chart showing the gaps by goal area and the

human services continuum. She said the Commission would also be supplied with a matrix showing the programs funded during the last funding cycle sorted by goal area, and information about trends to help guide the discussion and development of focus areas.

Chair McEachran pointed out that in previous cycles it has been helpful to review the data regarding the agencies and programs funded by the other cities.

Ms. Leslie said a workshop will be conducted toward the end of February for all agencies thinking of applying for funding. At that workshop staff from each of the cities will share information about their respective funding processes.

Commissioner Mercer asked when information will be released about what the city's budget for human services will be. Ms. Leslie said an estimated figure will be in hand before the Commission begins the process of reviewing the applications. A formula is used by the budget office to determine the allocation amount. The Commission through its review process typically identifies how it would spend more money if it were to be made available, and that outline is forwarded as a special request to the Council.

Answering a question asked by Commissioner Mercer, Ms. Leslie explained that the goal areas are typically used to group applications rather than as a way to determine funding.

Commissioner Villar asked how the permanent shelter issue will impact funding going forward. Ms. Leslie said it will not impact the upcoming budget cycle, other than possibly having to find a new temporary location to address the next two or three winters.

Ms. O'Reilly said the cities have begun talking about ways to do an analysis based on need and what is not being funded. The discussions may result in recommendations to shift some funding around. The outcome of those conversations will be shared with the Commission. She also urged the Commissioners to attend the annual meeting of the Eastside Human Services Forum on December 9.

Commissioner Villar proposed having representatives of the various human services commissions address the applicants at the funding workshop. Ms. Leslie said that has not been done in the past but could be a possibility.

Ms. O'Reilly reported that a sub-group of the south, east and north King County funders are trying to put together one or two information sessions focused on how to use data. Staff from King County Public Health who do the Communities Count report have been asked to make a presentation.

## 7. DISCUSSION

### A. English-As-A-Second Language (ESL) Report

Ms. O'Reilly informed the Commissioners that because intern Jaime Fajardo was not able to attend, a full discussion of the report would be postponed to a later meeting. She said she would pass on to Mr. Fajardo any comments the Commissioners might have.

Commissioner Mercer questioned why "ESL" was still being used when the school districts and others now all use "ELL" given the fact that for many English is not in fact a second language for them. It makes more sense to use the term "English Language Learner." She also noted that the Workforce Innovations Opportunity Act (WIOA) is mentioned in the report, but given the large role it has had, it should be given more prominence in the report.

Chair McEachran pointed out that some programs mentioned in the program as being at Bellevue College are no longer there. Additionally, the focus has moved more to the work place from being a life skill, an important change brought about by the WIOA.

## 8. OLD BUSINESS

Ms. Leslie announced that the Council at its meeting on November 16 approved the Commission's 2016 CDBG recommendations.

## 9. NEW BUSINESS

Ms. Leslie reminded the Commissioners about the joint holiday party with the Parks and Community Services Board on December 1 at the Mercer Slough Environmental Education Center.

## 10. PETITIONS AND COMMUNICATIONS - None

## 11. ADJOURNMENT

A motion to adjourn was made by Commissioner Villar. The motion was seconded by Commissioner Mercer and the motion carried unanimously.

Chair McEachran adjourned the meeting at 7:58 p.m.

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Secretary to the Human Services Commission

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Date

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Chairperson of the Human Services Commission

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Date