

*The Human Services Commission approved these minutes on February 4, 2014*

CITY OF BELLEVUE  
HUMAN SERVICES COMMISSION  
MINUTES

January 7, 2014  
6:30 p.m.

Bellevue City Hall  
City Council Conference Room 1E-113

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

COMMISSIONERS ABSENT: Commissioner Perelman

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

GUEST SPEAKERS: Katherine Jordan, Leslie Miller, Sophia Way

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chair Yantis who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Plaskon, who arrived at 6:31 p.m., and Commissioner Perelman, who was excused.

3. APPROVAL OF MINUTES

A. November 5, 2013

Commissioner McEachran called attention to the third paragraph on page 2 and noted that rather than 30 years he has been involved with St. Andrews Housing Group for 27 years.

A motion to approve the minutes as amended was made by Commissioner Stout. The motion was seconded by Commissioner McEachran and it carried unanimously.

B. November 16, 2013

A motion to approve the minutes as submitted was made by Commissioner Beighle. The motion was seconded by Commissioner Stout and the motion carried without

dissent; Commissioners McEachran and Plaskon abstained from voting.

4. PETITIONS AND COMMUNICATIONS - None

5. ELECTION OF OFFICERS

A motion to postpone election of officers to the next meeting was made by Commissioner McEachran. The motion was seconded by Commissioner Stout and it carried unanimously.

6. STAFF AND COMMISSION REPORTS

Commissioner McEachran reported that he attended the December 11, 2013, Planning Commission meeting. He said he was impressed with the level of detail in which that Commission engages. In addition to discussing the Shoreline Master Program, the Commission received presentations from John Talton, economics columnist for the *Seattle Times*, and Greg Johnson, president of the Wright Runstad Company, developers of the Spring District.

Commissioner Stout said the Downtown Livability Initiative CAC is not specifically focused on affordable housing in the downtown, though the issue remains on the list of issues to be included in future downtown planning efforts. The group is considering workforce housing in the downtown. She noted that some of the affordable housing units to be constructed in the city in the coming years will be in the Spring District and the Bel-Red corridor. The CAC at its most recent meeting focused on the issue of parking in the downtown, an issue that has ramifications for the elderly and for persons with disabilities.

Commissioner Stout reported that she also participated in the Eastside Human Services Forum meeting at which the discussion centered on weaving together comprehensive plans that cross jurisdictional boundaries. There was a focus on moving away from the thinking that there is a wall between every city that clients never cross.

Commissioner Stout said she met in early December with a group to talk about the future of Sophia Way funding.

The Commissioners were informed by Commissioner Stout that a reception to honor the life of former mayor and human services supporter Nan Campbell is planned for January 24 at Youth Eastside Services at 1:00 p.m. with the program around 2:00 p.m.

Chair Yantis said he and Emily Leslie attended the December 11, 2013, Planning Commission meeting along with Commissioner McEachran in order to talk about the Housing Element of the Comprehensive Plan. He said the amount of time for the discussion was limited, but the discussion was interesting. The Human Services



Commission has recommended mandatory inclusion of affordable housing units. The Planning Commission will take up the recommendation on January 22.

Chair Yantis said some jurisdictions in the area have imposed mandatory affordable housing requirements and have met with good success. Ms. Leslie said the Planning Commission has that information. She also suggested it might be an opportune time for some affordable housing advocates to provide some testimony.

Emily Leslie urged the Commissioners to attend the Planning Commission meeting that night. She further noted that the One Night Count is slated for January 23 and recommended that the Human Services Commission meeting slated for that night should be canceled.

Ms. Leslie reported that Claudia Balducci is Bellevue's new mayor, and Councilmember Wallace is the new Deputy Mayor. She said it likely will be a few weeks before the liaison assignments are made. Mayor Balducci is slated to attend the January 8 Committee to End Homelessness legislative breakfast, and Councilmember Chelminiak will give the opening remarks.

## 7. DISCUSSION

### A. Reserve Fund Request from the Sophia Way

Ms. Leslie informed the Commissioners that prior to and during the holidays, Sophia Way funders met several times to discuss ways to help the agency with its current financial situation. The consensus reached was that Sophia Way is an agency no one wants to see lost because it fills a tremendous need, and because once lost, it is both difficult and costly to start another one. United Way, King County and the cities of Bellevue, Redmond, Kirkland and Issaquah have committed to finding some level of funding for the agency. Each city and each funder has a slightly different process, and in Bellevue a request must be made for an allocation from the reserve fund.

Sophia Way Executive Director Katherine Jordan said it has been wonderful to see the level of community support for the agency. She said things are much brighter than they were when she previously addressed the Commission. Funds have come in from King County, Redmond, Kirkland and Issaquah.

Answering a question asked by Commissioner Stout, Ms. Jordan said a new plan is in place for 2014 that establishes a sustainable funding model, something the agency has not had before. She said the issue is less about saving Sophia Way and more about retaining the resource that helps to facilitate the homeless issue on the Eastside. She said moving forward the agency will partner and collaborate with organizations, corporations, the cities and funders to address the issue.

Ms. Jordan explained that originally much of the agency's budget was based on a few individuals bringing in large sums of money. The scenario resulted in going to the

well once too often, and with no other relationships being pursued funding simply dried up. The thrift shop was closed on November 30.

Commissioner Bruels noted from the application that the agency has received funding from pooled cities funding, King County, Redmond, some donors and from outside fundraising efforts. Given that agencies cannot make reserve fund requests more often than every two years, he asked if the requested \$8000 was sufficient. Ms. Katherine Johnson, also with Sophia Way, said Kirkland and Issaquah both contributed \$5000, King County contributed \$48,000, and Redmond offered \$20,000 in bridge funding. Somewhere between \$20,000 and \$25,000 is pending from United Way. The \$8000 request to Bellevue was mentioned in talks as a possibility.

Ms. Leslie pointed out that the city's total reserve fund is only \$25,000 for the year. There were three requests submitted in 2013 and nearly all of the fund was allocated. So early in the year, \$8000 is a reasonable figure. The next general funding cycle begins in 2014 for funds to be allocated in 2015 and 2016.

Chair Yantis noted that in November when the agency's financial problems were brought to the attention of the Commission one of the issues highlighted was cash flow. Ms. Jordan said in November the agency was very much in the red but currently it is operating in the black due to the funds received from various sources. The budget projections show the agency will continue to be in the black through the end of March when the annual fundraiser kicks off. Client services director Leslie Miller added that the 2014 budget will allow the agency to be on target with all contract obligations and service deliveries.

Answering a question asked by Commissioner McEachran, Ms. Miller clarified that during the winter months additional persons are hired to staff the winter shelter. The FTEs operating the agency have not increased. The number of volunteers is very high.

Commissioner McEachran said phrases like "clear vision," "sustainable plan" and "new fund development model" are remarkable. He suggested the agency should make every effort to let the public know exactly what is meant by those phrases. Ms. Jordan said the board will be creating a five-year plan that will outline where the agency wants to go and how it intends to get there. Being clear about the vision will be part of that process.

Ms. Leslie commented that financial management technical assistance and board development likely would be a contingency for Bellevue funding. Ms. Jordan said she and the board is fully open to that.

A motion to provide Sophia Way with \$8000 in bridge funding from the reserve fund was made by Commissioner Stout. The motion was seconded by Commissioner Beighle and it carried unanimously.

## 8. DISCUSSION

### A. 2014 Human Services Commission Work Plan

Ms. Leslie shared with the Commissioners a memo outlining the potential agenda topics for 2014. The list of major work items included: 1) discussing the gaps and findings from the *2013-2014 Human Services Needs Update* and developing focus areas for 2015-2016 funding; 2) conducting mid-biennium reviews of agency contract performance; 3) conducting a public hearing on human services needs; 4) reviewing applications and recommendations for 2015-2016 funding; 5) reviewing the CDBG applications for 2015; and 6) hold a public hearing on the preliminary 2015-2016 General Fund and 2015 CDBG funding recommendations.

Ms. Leslie said the process of reviewing the applications will occur begin in May and wrap up by the end of July. She allowed that those months will be intense.

The list of other possible agenda topics included: 1) reviewing and recommending updates on Bellevue's Human Services Element, Housing Element and Transportation Element in the Comprehensive Plan and providing input to Planning Commission; 2) discussing with other Eastside human services commissions and committees the issues of collaboration and funding; 3) receiving an update on Bellevue demographic trends from the American Community Survey; 4) receiving updates on state and federal legislative issues, including possible impacts on funding or Bellevue-supported agencies and programs; 5) receiving updates regarding impending system and funding changes through the Committee to End Homelessness, including the Family Homelessness Initiative, Crisis Response Initiative, Homeless Youth and Young Adult Initiative; 6) receiving updates on regional human services funding, including the Veterans and Human Services Levy, Mental Health/Substance Abuse (MIDD) Sales Tax, and other mechanisms for long-term stable funding for regional human services; 7) receive a briefing on the United Way of King County's Outcome Funding Redesign Project; 8) receiving updates on regional collaborations and initiatives such as the Eastside Human Services Forum initiatives, siting the Eastside Winter Shelter, both short and long-term, the Eastside Social Sustainability Partnership, and Communities Count; 9) receiving updates regarding transportation issues, including the Eastside Easy Rider Collaborative; 10) receiving updates regarding implementation of the federal Affordable Care Act; 11) receiving updates on Bellevue initiatives such as Eastside Pathways; and receiving updates on collaborations within the Parks and Community Services Department, including the Network on Aging and Wraparound Services, and regarding initiatives of other city departments, such as Transportation's Transit Master Plan update; 13) receiving presentations regarding Parks and Community Services activities such as Adult Probation and the Cultural Diversity Plan; 14) conducting agency tours, especially where there are new contracts or where there were issues and/or questions during the funding review process; 15) receive presentations on CDBG funded programs, including A Regional Coalition for Housing and the Home Repair programs; 16) learn about trends in service areas such as homelessness, affordable

housing, child care, early learning and school readiness, health and mental health care, domestic violence, chemical dependency, and aging, including senior services and adult day health care; and 17) receive updates regarding the Eastside Refugee and Immigrant Coalition (ERIC) and immigrant/refugee issues such as ESL, naturalization and human trafficking.

Commissioner Beighle said she would like to see included an update on refugee and immigration issues.

Commissioner McEachran said Congregations for the Homeless has set up a computer lab to provide job training for felons and helping them find work. He suggested a briefing on that program would be helpful. He also said he would like an update regarding the AtWork! program at Bellevue College which also impacts the immigrant community. Additionally, the Commission should be kept informed regarding the fact that the day shelter at the First Congregational Church will need to find a new home within a year, and should hear about how collaborative impact is working with the groups funded by the city.

Commissioner Stout pointed out that many are ready to move out of transitional housing but cannot yet afford to purchase or pay full rent. She suggested the Commission should be updated regarding what those folks do in the interim. She also highlighted the need to stay focused on trends in mental health issues.

Commissioner Stout commented that the legalization of marijuana in the state has triggered some issues no one expected. The fire that resulted in the death of former mayor Nan Campbell was triggered by the residents of the apartments on either side of hers who were making cannabis oil. A fire a week ago in Kirkland and a more recent fire in Seattle had the same cause. There may be some emerging mental health and human services issues that the city will need to deal with.

Ms. Leslie reviewed with the Commissioners the tentative schedule of meeting dates for 2014.

## 9. NEW BUSINESS

Noting that the terms for Chair Yantis and Commissioner Stout would end in May, Commissioner McEachran asked what steps are involved in getting new Commissioners appointed. Ms. Leslie said all of the terms for the members of all of the city's boards and commissions typically end in May. The City Clerk's office will advertise vacancies in April, and the Commission's Council liaison will review the names and make decisions about interviews. She said she and the Commission chair traditionally have participated in those interviews.

## 10. OLD BUSINESS

Human Services Planner Alex O'Reilly said a date has been set to provide the Council with an update regarding the needs assessment. She said Parks and Community Services Director Patrick Foran will provide an introduction and Chair Yantis will offer a few comments.

Commissioner Bruels said when it was his turn to make the presentation to the Council the experience was a pleasant one.

After looking over the bullet points used in the presentation two years ago, Commissioner Stout said she was struck by how much things have changed and how much progress has been made. She suggested the issue of affordable and low-income housing should be highlighted for the Council.

Chair Yantis concurred and stressed the importance of demonstrating the fact that there is a mismatch between the city's goals and what is being delivered relative to affordable housing. Ms. O'Reilly said the Needs Update clearly shows the demand is greater than the available housing stock.

Commissioner McEachran said the Council should hear that the silo approach is being phased out in favor of jurisdictions working together to solve the affordable housing issue. The Council also would likely want to hear that Bellevue is leading the charge.

Commissioner Bruels said what stood out to him in the Needs Update is the continued need to keep an eye on special populations, including non English-speaking communities, the elderly, and Bellevue children and their parents.

## 10. PETITIONS AND COMMUNICATIONS

Mr. Jeff Brandt, chief executive officer for Elder and Adult Day Services, said a dozen or so non-profits from the Eastside and in Seattle are looking at creating a non-profit cooperative in which administrative services could be shared, including fundraising, accounting, IT, facilities management, purchasing, training and compliance. The process is in its infancy but United Way has expressed an interest. A meeting is being planned to identify the logical place to start. It will be necessary to achieve efficiencies that will allow agencies to save time and money. The group will be seeking outside help from organizations with specific areas of expertise. A similar approach has been followed in other areas.

Chair Yantis asked if there are any grants that could be applied for that would fund a position help launch the startup of the model. Ms. Leslie said there are some philanthropies that are focused on capacity building. Mr. Brandt said he would welcome any suggestions.



11. ADJOURNMENT

Chair Yantis adjourned the meeting at 8:14 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