



Human Services Commission Meeting

Date: September 26, 2023

Time: 6:30 p.m.

Place: Hybrid – Council Chambers, 123 5th Ave Kirkland, WA 98033

Webinar ID: [https://kirklandwa-](https://kirklandwa.gov/zoom.us/j/95665567758?pwd=eEhGaEYraThBbnlhUTdzUWVCa3c5dz09)

[gov.zoom.us/j/95665567758?pwd=eEhGaEYraThBbnlhUTdzUWVCa3c5dz09](https://kirklandwa.gov/zoom.us/j/95665567758?pwd=eEhGaEYraThBbnlhUTdzUWVCa3c5dz09)

Passcode: 822788

The commission is directed by the City Council to advise the Parks and Community Services Department, City Manager, and City Council in leading the City's efforts to support a socially sustainable community through health and human services and programs that fulfill the basic needs of all people and enhance the quality of life in our city now and into the future.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **LAND ACKNOWLEDGEMENT**
4. **APPROVAL OF MINUTES**
 - a. August 22, 2023
5. **ITEMS FROM THE AUDIENCE**
6. **SPECIAL PRESENTATIONS**
 - a. History of Exclusion on the Eastside
7. **BUSINESS**
 - a. Opioid Funding Recommendations
 - b. ARPA Funding Recommendations
 - c. Joint Meeting with City Council
8. **COMMUNICATIONS**
 - a. Commissioner Reports
 - b. Staff Reports and Announcements
9. **ADJOURNMENT**

Upcoming Commission Activities:

October 17, 2023 – Joint Meeting with City Council, City Hall, 5:30pm

October 24, 2023 – Commission Meeting, Hybrid, 6:30pm

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CITY OF KIRKLAND

HUMAN SERVICES COMMISSION

Minutes Commission Regular Meeting

August 22, 2023

1. CALL TO ORDER

Chair Jory Hamilton called the meeting to order at 6:32 pm.

2. ROLL CALL

Members Present: Commissioners Melantha Jenkins, Jonathan Stutz, Sriram Rajagopalan, Cristian Liu, Gildas Cheung, Vice Chair Gabriella Lopez, and Chair Jory Hamilton

Commissioner Chloe Sow excused

Staff Present: Jen Boone, Human Services Manager; Antoinette Smith, Human Services Coordinator

Meeting Recorder: Amanda Judd, Human Services Coordinator

3. LAND ACKNOWLEDGEMENT

Commissioner Sriram Rajagopalan read land acknowledgement. Commissioner Cristian Liu will read the acknowledgment at the September meeting.

4. APPROVAL OF MINUTES

Chair Jory Hamilton requested a motion to approve the July 25, 2023 minutes. Commissioner Melantha Jenkins made a motion for approval. Commissioner Jonathan Stutz seconded. Motion carried (Yes: 6 No: 0 Abstain: 1).

5. ITEMS FROM THE AUDIENCE

None

6. SPECIAL PRESENTATIONS

a. 2023 Kirkland Health and Wellness Fair

Cecilia Martinez-Vasquez from King County Promotores Network (KCPN) gave a presentation on the upcoming Health and Wellness Fair and its community-centric approach.

b. Chabad of Kirkland

Rabbi Chaim S. Rivkin from Chabad of Kirkland shared information regarding services and programming provided to Eastside communities.

7. BUSINESS

a. 2024 Community Development Block Grant Public Hearing

Human Services Manager Jen Boone provided a presentation on the Community Development Block Grant (CDBG) program and proposed distribution of CDBG funds for 2024. No attendees were present for public comment.

Chair Jori Hamilton called for a motion. Commissioner Sriram Rajagopalan made a motion to submit Human Services staff recommendations for the 2024 CDBG funding distribution to City Council. Commissioner Gildas Cheung seconded. Motion carried (Yes: 7 No: 0).

b. 2023 Human Services Commission Joint Meeting with City Council Human Services

Human Services Manager Jen Boone outlined the process by which the Human Services Commission will meet jointly with City Council at the October 3rd Council Meeting and Commission discussed topics, trends, and information to be presented during the joint session.

8. COMMUNICATIONS

a. Commissioner Reports

Chair Jory Hamilton shared about the Parks Measure that will be on the November 2023 ballot. City resources cannot be used to advocate for the proposition.

Chair Jory Hamilton also shared his work on the PTSA booster club for Juanita and Finn Hill and the need for volunteers for local schools.

b. Staff Reports

Human Services Manager Jen Boone shared the following information regarding events and opportunities for Commissioners to participate in the community:

City Hall for All on Saturday, September 9th, staff will send out link with more information for those that want to participate.

Health Fair on Saturday, September 16th for those that would like to volunteer or attend.

In response to hateful acts that occurred within Kirkland's parks and neighborhoods, the City released a statement and a locally-supported event will take place on Friday, August 25th to counter the acts with an outpouring of community support. Staff will share additional information of the City's statement and community-led event.

9. ADJOURNMENT

Chair Jory Hamilton requested a motion to adjourn. Moved by Commissioner Melantha Jenkins and seconded by Commissioner Cristian Liu. Meeting was adjourned at 8:47 pm.

DRAFT



CITY OF KIRKLAND
Department of Parks & Community Services
123 5th Avenue, Kirkland, WA 98033 425.587.3300
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MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Jen Boone, Human Services Manager
Antoinette Smith, Human Services Coordinator, Equity

Date: September 12, 2023

Subject: HISTORY OF EXCLUSION ON THE EASTSIDE

RECOMMENDATION:

That the Human Services Commission (HSC) receive the presentation “History of Exclusion on the Eastside” from Eastside for All, Futurewise, and Complete Streets Bellevue staff to learn about how structural racism continues to impact Eastside communities.

BACKGROUND DISCUSSION:

As part of the 2023 Human Services Commission work plan, the Commissioners are asked to expand their knowledge around current needs in the community to prepare for the 2025-2026 funding cycle which begins in 2024. In developing the work plan, the HSC prioritized receiving information around current needs to help guide the development of its priorities for the next funding cycle.

The History of Exclusion on the Eastside

Presenters will provide a deep dive into the history of East King County through a racial equity, transportation, and affordable housing lens. The past and the present are connected; the presentation will explore the ways that past practices, policies, and laws have contributed to the housing struggles and inequities communities face today in Eastside cities. Presenters will also discuss ways the Commission can advocate and organize together for positive change.

During the presentation, presenters will:

- Collectively discuss how past practices like Japanese internment, formal & informal racial exclusion in housing, car-dependent development, exclusionary zoning, and discriminatory lending continue to shape what communities experience on the Eastside.
- Dispel popular narratives blaming individuals for housing insecurity by emphasizing how persistent systemic and institutional factors have excluded residents from attaining or sustaining affordable, safe, and stable housing.
- Explore actions community members can take to disrupt these patterns for the better by using their voices to demand equitable solutions to the housing crisis in East King County.

About the Presenters:

Guillermo Rivera, Housing Justice Organizer, Eastside For All

Guillermo has a background in labor organizing in Mexico and the United States. He was a leader in the movement to get the minimum wage raised to \$15 in SeaTac, partnering with many lower wage earners and labor advocates from a range of racial and cultural backgrounds. Guillermo has been serving East King County communities as a local Housing Justice Organizer since March of 2022, particularly focusing on advocating with Black/African American, Black immigrants, and Latines communities, as well as renters in general and low to moderate income Eastsiders. To learn about Eastside for All's current projects and initiatives, visit the agency's [website](#).

Brady Nordstrom, Eastside Program Coordinator at Futurewise & MPA at the UW Evans School of Public Policy & Governance

Futurewise is a 501(c)(3) nonprofit that works throughout Washington state to encourage healthy, equitable and opportunity-rich communities, and to protect our most valuable farmlands, forests and water resources through wise land use policies and practices. Brady mainly works at the intersection of land use and housing by coordinating broad housing coalitions to push for effective solutions to our region's overlapping crises with climate change, housing affordability, and transportation access. Brady worked for 7 years in the tech sector before returning to grad school in 2017 to study public policy at the University of Washington Evans School. Visit the agency's [website](#) to learn more about Futurewise.

Chris Randels, Founder and Director of Complete Streets Bellevue

Since 2020, Chris and his organization Complete Streets Bellevue (CSB) have advocated for streets that are safer and more accessible for people walking, biking, rolling, and taking transit on the Eastside. CSB partners with other groups to work on issues like housing and land use because transportation is just one part of a larger effort to creating equitable and sustainable communities. Chris is also a part-time researcher with the University of Washington's Landscape and Conservation Ecology Laboratory. Find out more about Complete Streets by visiting the [website](#).

Additional resources:

- [Maps of Indigenous lands](#)
- [Map on the racial restrictive covenants](#)
- [King County Regional Affordable Housing Dashboard](#)
- *The Color of Law: A Forgotten History of How Our Government Segregated America* - a book by Richard Rothstein that provides a deep dive on the topic of racist exclusion through government policies and practices. The same author also produced the film, "[Segregated by Design](#)"
- *Strawberry Days: How Internment Destroyed a Japanese American Community* - a book by David Neiwert that tells the tale of the creation and destruction of the Japanese immigrant community on the Eastside.



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MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Jen Boone, Human Services Manager

Date: September 19, 2023

Subject: OPIOID FUNDING RECOMMENDATIONS

RECOMMENDATION

That the Human Services Commission receive staff recommendations on allocating the City's opioid settlement funds.

BACKGROUND DISCUSSION

The City of Kirkland, along with local governments and the State, filed federal lawsuits against certain opioid manufacturers and distributors in Spring 2020. Following completion of the trial, several opioid distributors have entered a multimillion-dollar settlement that will be split equally (50/50) between the State and the local jurisdictions. In May 2022, the City Council approved a resolution authorizing the City Manager to sign a Memorandum of Understanding with other local jurisdictions in Washington regarding the allocation of litigation and settlement fund stemming from the City's lawsuit against certain opioid manufacturers and distributors.

Over the next 17 years, the City is anticipated to receive .5453525246% of the total Opioid Funds distributed to local governments in Washington, equivalent to approximately \$1.36 million dollars (\$80,000 per year). The City Manager recommended such funds be disbursed through Kirkland's Human Services Division. 10% of the received funds must support administrative costs to support the required Opioid Abatement Council (OAC) each allocation region must put into place. King County Human Services staff will staff the OAC on behalf of each local jurisdiction and receive the 10% administrative cost.

The City is required to use Opioid Funds for approved purposes outlined in the MOU, which broadly outline hundreds of examples in how funds can be used to address a broad aspect of Opioid Use Disorder and/or any co-occurring Substance Use/Mental Health Disorder. Examples include support people seeking treatment and recovery, providing access to housing, support screenings to identify persons in need of assistance, purchase Naloxone for first responders, and support outreach and prevention programs.

Next Steps

Staff are recommending the opioid funding received supports the City's Homeless Outreach Coordinator (HOC) position. The HOC serves a critical role connecting folks who are unhoused, many of whom are also managing an OUD, SUD, or MHD, to the appropriate resources, which helps address barriers in securing stable housing. At the meeting, Commissioners will discuss staff recommendations and provide feedback.



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MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Jen Boone, Human Services Manager

Date: September 19, 2023

Subject: ARPA FUNDING RECOMMENDATIONS

RECOMMENDATION

That the Human Services Commission receive staff recommendations on allocating American Rescue Plan Act (ARPA) funds.

BACKGROUND DISCUSSION

The City of Kirkland received \$10 million in American Rescue Plan Act dollars in 2021 to support the community facing disparate impacts from the pandemic. Of the City's total award, \$1 million was earmarked to support human services in Kirkland. In 2021, the Commission approved recommendations that prioritized the following three areas:

- 1) Housing stability and food;
- 2) Physical and behavioral healthcare access; and
- 3) Digital equity and language access.

Current Projects

The Commission received a status update on each ARPA funded projects at its February 2023 meeting. To date, all but three projects that received one-time funding have exhausted funds. All three projects fall under the housing stability and food priority areas and described below:

Project: Community Engagement Coordinator Position

- **Agency:** Imagine Housing
- **Budget:** \$140,000
- **Description:** Two-year grant supporting a full-time position at Francis Village and Athene communities through October 2023.
- **Impact:** Increased housing stability by increasing opportunities for community building and belonging, reducing evictions, and reducing reliance on security to support resident relations.
- **Status:** Imagine Housing reached out to the City requesting \$103,000 in additional funds to support the Community Engagement Coordinator position through 2024. Imagine plans to seek funds through the 2025-26 human services grants program to support the position long-term. The additional funds requested would support the interim time between November 2023 – December 2024.

Project: Eastside Homeless Coordination

- Agency: Consultant
- Budget: \$66,000
- Description: Consultant to work with Cities to develop streamlined approach to homelessness
- Impact: Improved coordination of Eastside cities to address homelessness more holistically in partnership with the new King County Regional Homelessness Authority (KCRHA)
- Status: No additional funds anticipated at this time. Contract expected to be closed by December 2023.

Project: 2023-24 Human Services Grant Awards

- Agency: LifeWire, Eastside Legal Assistance Program, King County Bar Foundation, Hopelink, Imagine Housing, Muslim Community Resource Center
- Budget: \$727,884
- Description: Additional one-time funding allocated to support housing stability and behavioral health grant requests
- Impact: Residents can access the services needed to support housing stability and behavioral health needs
- Status: See below for carryover funds recommendations. Contracts anticipated to be complete by December 2024.

Carryover Funds

Following close-out of previously funded ARPA projects for Human Services, a balance of \$35,964 (\$17,982 per year) is available for agencies currently receiving funding to support housing stability.

Next Steps

Staff are recommending the Commission approve Imagine Housing’s additional one-time funding request of \$103,000 to support continuity of the position until the agency can apply for additional funding through the City’s grant cycle next year. The position has been enormously successful in supporting housing stability for residents as they readjust to life post-pandemic.

Staff are recommending applying the carryover funds to the following programs who currently receive ARPA funding as part of their 23-24 human services grant award.

Agency Name	Program Name	Current Award	Recommended Award	% of Request Funded
Eastside Legal Assistance Program	Housing Stability – Kirkland Attorney	\$133,542	\$140,000	100%
King County Bar Association	Eviction Assistance	\$5,350	\$8,624	96%
LifeWire	Housing Stability Program	\$16,050	\$24,300	100%

At the meeting, Commissioners will discuss staff recommendations and provide feedback.



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MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Jen Boone, Human Services Manager

Date: September 19, 2023

Subject: 2023 Human Services Commission Joint Meeting with City Council

RECOMMENDATION

That the Human Services Commission finalize topics for discussion in advance of the joint meeting with City Council.

BACKGROUND DISCUSSION

The Human Services Commission participates in a joint meeting with City Council ahead of each biennium grants cycle. The joint meeting is an opportunity for the Human Services Commission to interact with City Council directly and share what the group is hearing from a community needs standpoint. Previous topics have focused on funding priority areas the Human Services Commission is considering following presentations from agencies, community organizations, and other service providers.

Staff led a discussion with the Commission at its August 22, 2023 meeting to identify discussion topics for the upcoming joint meeting with City Council rescheduled for October 17, 2023. A draft memo for the October 17, 2023 City Council meeting packet is available for review in Addendum A.

At its September meeting, the HSC will finalize talking points and assign leads for each of the topics. Staff will also review meeting expectations and structure for the joint meeting.

ATTACHMENT A – Joint Meeting with Human Services Commission Memo - Draft



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www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Lynn Zwaagstra, Director
 Jen Boone, Human Services Manager

Date: September 12, 2023

Subject: JOINT CITY COUNCIL AND HUMAN SERVICES COMMISSION MEETING

RECOMMENDATION:

That the Council receive background information pertaining to recommended discussion topics for the joint City Council and Human Services Commission meeting.

BACKGROUND DISCUSSION:

The Human Services Commission was formed in 2017 as an advisory body to the Council on issues related to human services. The current roster is as follows:

- ❖ Jory Hamilton, Chair
- ❖ Gabriella Lopez Vazquez, Vice Chair
- ❖ Jonathan Stutz
- ❖ Gildas Cheung
- ❖ Melantha Jenkins
- ❖ Chloe Sow, Youth Representative
- ❖ Cristian Liu
- ❖ Sriram Rajagopalan

The Human Services Commission is recommending the following topics, in addition to any topics that the City Council may want to address.

Draft Agenda for Joint City Council / Human Services Commission Meeting on October 17, 2023

1. 2023-2024 work plan update
2. Understanding the current need in Kirkland
3. Open discussion

Background information on the agenda topics is presented below.

1. 2023 – 2024 Human Services Commission Work Plan Update

Ahead of the 2025-2026 budget cycle, the focus of the Human Services Commission is preparing for the corresponding grant application process that opens in Q1 2024. For the Commission to better understand the needs of the community and services provided to

address those needs, community partners and other stakeholders are invited to present to the Commission. The Commission then applies the information gathered to set priorities ahead of the review process. The total grant requests exceed the funds available, so priorities guide the Commission through an increasingly difficult process. This year, the Commission prioritized invitations to agencies for the 2023-24 grant cycle that 1) received funding for the first time 2) applied and did not receive funding and 3) agencies who were interested but did not apply.

The Commission welcomed the following presenters and topics in 2023:

- Essentials First: strengthening community well-being by providing affordable access to basic need and hygiene products through community kits, food distribution, and hygiene products.
- 4 Tomorrow: serves youth and Latinx communities on the Eastside with in-language support, navigation, and programs focused on mental health, life services, financial assistance, anti-racism, and education.
- Immigrant Women's Community Center: supports immigrant and refugee families, newcomers to the community with community building, training, and direct services, primarily for immigrant women and their families, promoting financial independence, emotional health, and physical well-being.
- Brazilian Community Services: serves as a facilitator for the Brazilian immigrant community in the Pacific Northwest region with the goal to integrate and support community members into their new home and community through cultural navigation and services focused on family well-being.
- Chabad of Kirkland, Center for Jewish Life: providing services to family members and seniors of all backgrounds with basic needs, including food, clothing, rent and utility assistance, emotional support, and housing stability services.
- Comprehensive Plan Update - Housing and Human Services: Planning team presented and participated in a discussion focused on housing needs, BIPOC community member needs, equitable re-distribution of funding, availability of reactionary and preventative services, and recommendations on increased community engagement.
- King County Promotoras Network: highlighted successes of 2022 Health Fair, survey results, and services available for 2023 event.
- Kirkland Senior Council: discussed the KSC's 2022-23 accomplishments and 2023 workplan, with a focus on housing, age-in-place, and universal design for seniors and older adults in Kirkland.
- Eastside for All, Futurewise, and Clean Streets Bellevue: presentation on History of Exclusion on Eastside. Using a racial equity, transpiration, and affordable housing lens, highlight how past practices, policies, and laws have contributed to the housing inequity communities of color experience on the Eastside.
- A Regional Coalition of Housing (October 2023 meeting): overview of affordable housing needs, previously funded projects, and project pipeline.
- Communities Rise (November 2023 meeting): learn about how the agency provides support to small organizations to strengthen their capacity to support the communities they serve. The agency just completed their first ever Capacity Building Cohort on the Eastside and will share learnings and takeaways.

The Commission also received presentations summarizing the success of 2022 human services contracts, and programs who received one-time pandemic funding, including Community Development Block Grant COVID-19 (CDBG CV) and American Rescue Plan Act (ARPA) funding. Funded programs, demographic information and numbers served in 2022 is located on the Human Services Dashboard.¹

2. Understanding the Current Need in Kirkland

Services Landscape

The Community Needs Assessment released by Hopelink in June 2022 identifies four overarching themes of program and service needs on the Eastside. The needs all stem from having insufficient financial resources to meet one's needs in North and East King County. The themes are interrelated, and intersect with race, ethnicity, nativity, and personal history to shape the experience of poverty in the region. While the assessment uses the latest available data and reports, some data is based on pre-COVID findings and therefore is already outdated in assessing a current snapshot of needs. The themes are as follows:

1. Community members are challenged to meet their basic needs.
2. Lack of affordable housing is undermining household security and leading to displacement.
3. There are insufficient transit and transportation options for people with low incomes, particularly outside of urban centers.
4. There is persistent evidence of food insecurity and hunger.

Staff utilize the data and findings provided by the Needs Assessment to understand current trends and needs that impact the human services landscape. The full report released by Hopelink was shared with City Council last year.²

COVID-19

The new economic realities caused by current inflation, the shortfalls of the Great Resignation³, and continued short and long-term financial and emotional impacts COVID-19 on low-income populations, intersected by systemic racism and the disproportionate impact the above referenced has on under-resourced and Black, Indigenous, People of Color (BIPOC) communities, add additional context to the current services landscape.

- The demand for behavioral health services has skyrocketed and providers are unable to meet the need. Many workers in the behavioral health industry are leaving the sector because of burnout and pay inequity.
- There is significant demand for eviction prevention services, including emergency financial assistance and legal assistance for residents to maintain their housing. The demand for rent assistance far exceeds the supply as households face significant rent increases in tandem with higher living expenses due to inflation, leading to an ongoing need for assistance to maintain housing stability.

¹ <https://www.kirklandwa.gov/Government/Departments/Parks-and-Community-Services/Human-Services/Human-Services-Dashboard/2022-Funded-Programs>

² https://www.kirklandwa.gov/files/sharedassets/public/v/1/city-council/agenda-documents/2022/september-6-2022/8h5_other-items-of-business.pdf

³ The Great Resignation began in 2021 where employees resigned at an alarming rate in sectors most impacted by wage stagnation out of alignment with cost of living, job dissatisfaction, safety concerns due to COVID-19, and the desire for improved work-life balance.

- Access to food continues to be an issue since the onset of the pandemic and is a barrier for folks maintaining stability.
- The needs of those disproportionately impacted by the pandemic and racism, specifically Black and African American, Indigenous, Latinx, immigrants, and refugees, require specific investment in services that are culturally competent, relevant, and appropriate.
- Agencies are requesting significantly higher investment of funds to keep workers in the nonprofit sector, as workers are leaving the industry due to the high levels of stress and demand from COVID-19 intertwined with pay inequity, secondary trauma, and general fatigue in supporting populations with increasingly chronic, and often intersecting needs.

23-24 Grant Application Snapshot

For the 2023-24 City budget cycle, Kirkland received 109 grant applications from community agencies, totaling \$8,716,708 for the upcoming biennium (\$4,358,354 per year), reflecting similar trends outlined in the services landscape discussion around unmet need. Table 1 summarizes the funds available compared to total requests since 2013.

The number of grant applications and the total amount requested from community agencies to the City significantly increased from the previous biennium, with many agencies citing the need for additional funding to cover increased costs, staff retention, and higher demand of services. The average increase in request from programs awarded funding in 2021-22 was 94% with requested amounts ranging up to 700% increase in total ask compared to the previous biennium.

Table 1. Comparison of Funds Requested to Funds Available

Budget Period	Total Funds Requested	Total Funds Available	Percentage of Requests Funded
2013-14	\$1,794,000	\$1,403,516	78.2%
2015-16	\$2,354,298	\$1,597,608 ¹	67.9%
2017-18	\$2,848,644	\$1,810,192 ²	63.5%
2019-20	\$4,080,740	\$2,934,345 ³	71.9%
2021-22	\$4,741,854	\$3,197,838 ⁴	67.4%
2023-24	\$8,716,708	\$4,681,436	53.7%

¹ Includes CDBG
² Includes CDBG and Prop 1 funding
³ Includes CDBG and Prop 1 funding
⁴ Includes CDBG and Prop 1 funding

In addition to the identified priorities, the Commission incorporated an equity framework in the grant recommendations to include the following considerations in response to the services landscape.

- Invest a minimum of 10% of base budget recommendations to community-based organizations serving BIPOC communities

- Invest a minimum of 15% of total funding recommendations to community-based organizations serving BIPOC communities
- Reallocate the prior biennium's investment in larger organizations with greater capacity to seek other grants and shift those requests to be considered for supplemental one-time funding
- Include a cost-of-living adjustment of 7% for agencies which received 2021-22 funding
- Include unallocated grant funding set-aside support to support Indigenous and Black/African American residents

Council supported the equity framework and additional one-time funding requests proposed by the Commission to address the increased funding requests, resulting in an increase in the funds available as outlined by Table 1. The total budget for human services funding in the 2023-24 adopted budget was \$5,248,702 (\$2,624,351 per year). Despite a historic investment in human services, the overall percentage of requests funded remained lower than previous cycles.

In advance of the 2025-26 budget cycle, the Commission requests City Council consider and provide guidance on two issues:

Issue 1: Human Services Needs Assessment for Kirkland Residents

In reviewing application trends over time, provider feedback, and regional discussions, the need for human services is growing. The pandemic has only further exacerbated existing inequities the Kirkland community was facing. Lack of access to affordable housing, wage inequality, and inflation has created a new threshold of need that low- and moderate-income households are experiencing. Without access to basic needs, the reliance on human services coming out of the pandemic has not reduced but sustained at a level currently supported by one-time funding. As one-time funding concludes, the Commission wants to know how to target the most important human services for Kirkland residents. Neighboring cities, including Bellevue, Redmond, and Issaquah have completed a needs assessment or implemented a human services strategic plan. More recently, Kenmore and Shoreline have begun their own process to help target areas of investment. The most recent needs assessment for Kirkland was completed by Berk Consulting in 2020, using the Hopelink Community Survey report data from 2019.

Discussion:

- Should the City of Kirkland conduct a needs assessment or strategic planning process to understand which human service needs are most critical for community members?
- What additional strategies can be used to guide the City's investment in human services?
- How does the City apply an equity lens to the growing and diverse needs of human services to support its changing population?

Issue 2: Human Services Funding Options

Funding options traditionally presented to the Council for past budget deliberations have been three-fold. For the 2023-24 cycle, all three options were approved.

1) Option A: Base Budget Funding Option – With this option, the Commission would be asked to develop a recommendation which assumes that only the ongoing base budget amount (City base budget funding plus CDBG funding minus one-time funding) is made available for grant distribution.

2) Option B: Maintain Current Program Funding Option – With this option, the Commission would be asked to develop a recommendation which assumes the same level of funding available (base budget plus one-time supplemental funding

plus CDBG) as allotted for the current biennium.

3) Option C: Enhanced Program Funding Option – With this option, the Commission would be asked to offer prioritized recommendations on additional grants funding that could be allocated should additional funding be made available by the City Council for human services above and beyond funding apportioned in Option B.

Discussion:

- Would the Council like the Commission to continue to provide a three-fold funding option?
- Is there opportunity to source funding for City programs and positions funded through the human services budget elsewhere, so the Commission can prioritize all funding on submitted applications? The current City programs and positions that receive human services funding as part of the grant recommendations process are as follows: Human Services Coordinator – Community Wellbeing, Homeless Outreach Coordinator, and the severe weather hotel voucher program.
- Are there opportunities to find sustainable funding sources to increase the base budget?

3. Open Discussion

If time permits, the Commission is interested in exploring with the Council an appropriate role for the Commission to play in some of the City's broader initiatives, particularly strengthening the connection of the Commission and the City's DEIB efforts.