



## Human Services Commission Meeting

Date: August 27, 2019

Time: 7:00 p.m.

Place: Council Chambers, City Hall

*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

	<u>Estimated Time</u>
<b>1. CALL TO ORDER</b>	
<b>2. ROLL CALL</b>	
<b>3. APPROVAL OF MINUTES</b>	5 minutes
a. July 23, 2019	
<b>4. ITEMS FROM THE AUDIENCE</b>	5 minutes
<b>5. PUBLIC HEARING</b>	10 minutes
a. Proposed 2020 Community Development Block Grant Projects	
<b>6. PRESENTATIONS</b>	
a. The Sophia Way	10 minutes
b. Domestic Violence: Services and Needs in the Community	75 minutes
<b>7. UNFINISHED BUSINESS</b>	
<b>8. NEW BUSINESS</b>	10 minutes
a. 2020 Community Development Block Grant (CDBG) Recommendations	
<b>9. COMMUNICATIONS</b>	10 minutes
a. Commissioner Reports	
b. Staff Reports and Announcements	
<b>10. ADJOURNMENT</b>	Estimated meeting completion: 9:05 p.m.

#### Upcoming Commission Activities:

September 17, 2019 – Special Joint Human Services Commission Meeting

September 24, 2019 – Special Human Services Commission Meeting

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# **CITY OF KIRKLAND HUMAN SERVICES COMMISSION Minutes of Regular Meeting July 23, 2019**

## **1. CALL TO ORDER**

The July 23, 2019, Human Services Commission Regular Meeting was called to order at 7:01 p.m. by Co-Chair Amy Falcone.

## **2. ROLL CALL**

Commissioners present: Co-Chair Amy Falcone, Commissioners Michelle Alten-Kaehler, Gildas Cheung, David Godfrey, Max Reisman, and Adam White.

Diane Bell arrived at 7:04 p.m.

Co-Chair Jonathan Stutz is excused.

Staff present: Human Services Supervisor Leslie Miller and Youth Services Coordinator Regula Schubiger.

Recording Secretary: Senior Office Specialist Melissa Bartoletti.

Presenters:

Brandi Painter, Director of Organizational Excellence, Hopelink

## **3. APPROVAL OF MINUTES**

a. June 25, 2019

Motion to Approve the June 25, 2019 minutes as presented.

Moved by Commissioner Adam White, seconded by Commissioner Max Reisman.

Motion carried (Yes: 6, No: 0).

## **4. ITEMS FROM THE AUDIENCE**

No items.

## **5. Presentations**

a. Hopelink and the Role of Community Action Agencies

Brandi Painter, Director of Organizational Excellence at Hopelink provided an overview of what it means to be a Community Action Agency (CAA) and the services Hopelink provides.

Commission members and staff participated in the discussion.

## **6. UNFINISHED BUSINESS**

## **7. NEW BUSINESS**

- a. 2020 Community Development Block Grant (CDBG) Recommendations  
Human Services Supervisor Leslie Miller provided an overview of the Community Development Block Grant (CDBG) program and the proposed distribution of CDBG funds for 2020.

Commissioners reviewed the Notice of Public Comment for Proposed 2020 CDBG Projects and discussed the process with staff. A Public Hearing will be held at the upcoming Human Services Commission Meeting on August 27<sup>th</sup>, 2019.

## **8. COMMUNICATIONS**

- b. Commissioner Reports  
Commissioner Dianne Bell recommended the Commission and staff to look at the *Washington Post's* interactive report on Opioid Sales Data.

Commissioner Gildas Cheung provided a follow up on June's discussion of asking participants of a Hackathon event to create an app that would provide current human services referral information for City staff to provide to residents in need. He recommended following up with organizations such as Open Seattle, Tech4Good, and DemocracyLab.

Co-Chair Amy Falcone had the opportunity to represent the Human Services Commission and speak at the Oldtimers Club, comprising of former Kirkland Leaders and debriefed on the event. Co-Chair Amy Falcone also welcomed Commissioners to participate in school supply drive for Babies with Homelessness and Hopelink.

- c. Staff Reports and Announcements  
Human Services Supervisor Leslie Miller announced the upcoming Joint Human Services Commission meeting at Bellevue City Hall on Tuesday, September 17, 2019. Staff will send a calendar invitation.

In addition, the regular scheduled Human Services Commission meeting on Tuesday September 24, 2019 is planned to be an off-site meeting with Imagine Housing. Staff will send a calendar invitation to confirm the location.

Human Services Supervisor Leslie Miller will make an appointment with Commissioners David Godfrey and Dianne Bell to look at the two proposals to provide Civil Legal Aid services for Kirkland residents. The contract will begin in August 2019.

## **9. ADJOURNMENT**

Co-Chair Amy Falcone asked for a motion to adjourn. Commissioner Gildas Cheung motioned, Commissioner Dianne Bell seconded. Motion carried (Yes: 7, No: 0). The meeting was adjourned at 9:06 p.m.



**CITY OF KIRKLAND**  
**Department of Parks & Community Services**  
**123 5<sup>th</sup> Avenue, Kirkland, WA 98033 425.587.3300**  
**www.kirklandwa.gov**

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## **MEMORANDUM**

**To:** Human Services Commission

**From:** Leslie R. Miller, Human Services Supervisor

**Date:** August 22, 2019

**Subject:** Public Hearing: Proposed 2020 CDBG Allocation

## **RECOMMENDATION**

That the Human Services Commission hold a public hearing on the proposed allocation of CDBG funds for 2020 and finalize its recommendations to the City Council.

## **BACKGROUND DISCUSSION**

The primary objective of the federal Community Development Block Grant (CDBG) program is to support the development of viable urban communities by providing decent housing, a suitable living environment via community facilities and public infrastructure, and expanded economic opportunities, principally for persons of low and moderate income. Funds are distributed to communities nationwide on a formula basis. The three areas where CDBG funds can be used are:

- **Capital projects** serving low and moderate income residents;
- **Public service programs** serving low and moderate income residents; and
- **Planning and administration** in support of these activities.

As part of the Interlocal agreement with King County, Kirkland must develop a plan for allocating our portion of CDBG funds every year. Funds for public service and capital projects must be utilized to benefit those with low to moderate income and be consistent with the King County Consortium Consolidated Housing and Community Development Plan ("Consolidated Plan").

Distribution of Kirkland's portion of CDBG funds are determined by the City Council after receiving a recommendation from the Human Services Commission. The timeline for City Council authorization of the distribution of Community Development Block Grant Funds for 2020 is as follows:

August 27, 2019	Human Services Commission Public Hearing <ul style="list-style-type: none"> <li>• People in attendance will be given the opportunity to speak</li> <li>• Any comments received in writing will be shared as well</li> </ul>
October 1, 2019	City Council Meeting: Resolution authorizing the recommended distribution of CDBG funds will be on the City Council's consent agenda

The proposed allocation of 2020 CDBG funds is included in the attached Public Notice.

## CITY OF KIRKLAND

Notice of Public Comment  
Proposed 2020 Community Development Block Grant Projects

The City of Kirkland Human Services Commission will receive Public Comment on proposed 2020 Community Development Block Grant (CDBG) projects. The opportunity to comment will be held on August 27, 2019 at 7:00 p.m. in Council Chambers at Kirkland City Hall, 123 5<sup>th</sup> Avenue, Kirkland, WA 98033. The City of Kirkland will allocate approximately \$212,650 in 2020 CDBG funds to projects that are consistent with the objectives and policies of the King County Consortium Consolidated Housing and Community Development Plan for 2020-2024 and federal regulations. The City is proposing to allocate 2020 CDBG funds to the following projects:

- \$36,664 for homeless services provided by Congregations for the Homeless. CDBG funds will support the services and operation of a winter shelter and day center for men experiencing homelessness on the Eastside at 555 116th Avenue NE, Bellevue, WA.
- \$139,322 for A Regional Coalition for Housing (ARCH), which will select specific housing development projects through a separate request for proposal process. The recommendations on developments to be funded will be acted on by the Kirkland City Council at a regular Council meeting in the first quarter of 2020. Council agendas along with staff reports and supporting materials are available the Monday prior to the meeting and may be viewed at City Hall and the Kirkland Library. To get notice of Council meetings, subscribe at: [https://public.govdelivery.com/accounts/WAKIRK/subscriber/new?pop=t&topic\\_id=WAKIRK\\_1](https://public.govdelivery.com/accounts/WAKIRK/subscriber/new?pop=t&topic_id=WAKIRK_1) The CDBG portion of funds is administered by King County who will publish a public notice describing projects selected by ARCH and invite public comment for 14 days before the Joint Recommendations Committee takes action on the projects.
- \$36,664 for City of Kirkland, CDBG Program Administration, 123 5<sup>th</sup> Avenue, Kirkland, WA. CDBG funds will be used to administer the City of Kirkland's CDBG program activities.

The public is invited to comment on this proposal by submitting written comments to Leslie R. Miller, 123 5<sup>th</sup> Avenue, Kirkland, WA 98033 by August 26, 2019. For further information regarding City of Kirkland CDBG funds, contact the project coordinator at [lmiller@kirklandwa.gov](mailto:lmiller@kirklandwa.gov).

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## **MEMORANDUM**

**To:** Human Services Commission  
**From:** Leslie R. Miller, Human Services Supervisor  
**Date:** August 22, 2019  
**Subject:** Brief Presentation by Sophia Way Staff

## **RECOMMENDATION**

That the Human Services Commission hear a brief report from staff with the Sophia Way.

## **BACKGROUND DISCUSSION**

The Sophia Way has been going through a period of transition under the leadership of Interim Executive Director Alisa Chatinsky. She would like the opportunity to update the Commission on the state of the organization. Dietra Clayton, Director of Client Services and Shelter Programs, will join her.



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## MEMORANDUM

**To:** Human Services Commission

**From:** Lynn Zwaagstra, Director  
Leslie R. Miller, Human Services Supervisor  
Regi Schubiger, Program Panel

**Date:** August 22, 2019

**Subject:** Domestic Violence Panel

### **RECOMMENDATION:**

That the Human Services Commission hear a panel representing agencies who provide services to survivors of domestic violence. The panel presentation will be followed by a conversation with Commission members.

### **BACKGROUND:**

The City funds three providers of services to domestic violence survivors on the Eastside.

LifeWire provides a variety of services to domestic violence survivors including a 24-Hour Helpline, Homelessness and Housing Stability Services, advocacy services and legal legal advocacy. In addition, it invests in the community through community outreach and DV prevention efforts. The City supports three of its programs:

Emergency Shelter - \$23,908

Confidential shelter for survivors of domestic violence who are fleeing violent relationships. Shelter offers 10 apartment units and provides basic needs such as food, clothing, and transportation to survivors and their children.

Housing Stability Program - \$6,000

Offers homeless prevention and diversion program pairing flexible financial assistance with advocacy services to help domestic violence survivors avoid homelessness or move out of homelessness quickly.

Survivor Advocacy Program - \$98,200

Provides survivor-driven and trauma-informed direct supportive services to domestic violence (DV) survivors and their children. Advocates assist survivors via the 24-hour Helpline; provide 1:1 advocacy (i.e., case management) throughout the community, coordinate access to community supports (economic, food, medical, basic needs), and are a resource for safety planning, support, and DV education.

The Eastside Legal Assistance Program (ELAP) provides free civil legal aid to low-income residents of East and Northeast King County and domestic violence legal aid throughout King County.

Domestic Violence Legal Program - \$15,000 (includes funding for domestic violence services and its general civil legal aid) ELAP employs full-time staff attorneys to provide brief services to survivors and their children. This assistance may include advice, drafting pleadings, drafting documents for discovery, coaching for court appearances, development of legal strategies, assistance in obtaining exhibits and supportive documents, providing appropriate referrals, and representation in court. ELAP accepts clients into this program through referrals from other agencies including LifeWire.

Consejo Counseling and Referral Service provides a continuum of behavioral health, substance abuse and domestic violence services including prevention, treatment and housing. On the Eastside it provides domestic violence services.

Domestic Violence Survivor Advocacy Program - \$15,000

Provides outreach and engagement, information and referral services, advocacy-based counseling, safety planning, legal advocacy, and support groups for Latino survivors of domestic violence. Services are designed to understand the complex needs of survivors, many of whom are Spanish-speaking/monolingual immigrants/refugees. Consejo's services build on clients' cultural beliefs, values, and traditions to help them transition from crisis to self-sufficiency.