



Human Services Commission Meeting

Date: January 26, 2021

Time: 6:30 p.m.

Place: Virtual Zoom Meeting

[https://kirklandwa-](https://kirklandwa.gov.zoom.us/j/97266983571?pwd=dXNrdmXmTGJBN1hkc1dRcjJ4UnAzdz09)

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Meeting ID: 972 6698 3571

Passcode: 282314

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>
1. CALL TO ORDER	
2. ROLL CALL	
3. APPROVAL OF MINUTES	5 minutes
a. October 26, 2020	
4. ITEMS FROM THE AUDIENCE	5 minutes
5. UNFINISHED BUSINESS	
a. CARES Act Funding Debrief	15 minutes
b. 2021-2022 Human Services Grant Funding	25 minutes
6. NEW BUSINESS	
a. Human Services Dashboard	25 minutes
b. Human Services Funding available for 2021 and Agency Survey	25 minutes
7. COMMUNICATIONS	15 minutes
a. Commissioner Reports	
b. Staff Reports and Announcements	
8. ADJOURNMENT	Estimated meeting completion: 8:25 p.m.

Upcoming Commission Activities:

February 23, 2020 – Human Services Commission Meeting

Alternate Formats: Persons with disabilities may request materials in alternative formats. Persons with hearing impairments may access the Washington State Telecommunications Relay Service at 711.

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CITY OF KIRKLAND HUMAN SERVICES COMMISSION Minutes of Special Meeting October 26, 2020

1. CALL TO ORDER

The October 26, 2020, Human Services Commission Meeting was called to order at 6:33 p.m. by Chair Jonathan Stutz.

2. ROLL CALL

Commissioners present: Chair Jonathan Stutz, Michelle Alten-Kaehler, Marjorie Carlson, Max Reisman, and Gildas Cheung. Commissioner David Godfrey arrived at 6:35 p.m.

Staff present: Parks and Community Services Director Lynn Zwaagstra, Human Services Supervisor Leslie Miller, Program Coordinator Betsy Maxwell, and City consultant Devin Konick-Seese.

Recording Secretary: Senior Office Specialist Melissa Bartoletti

3. APPROVAL OF MINTUES

a. August 25, 2020

Motion to Approve the August 25, 2020 minutes with the following correction to the minutes presented: "Co-Chair" updated to Chair under agenda item 5 Public Hearing.

Moved by Commissioner Marjorie Carlson, seconded by Commissioner Gildas Cheung.
Motion carried (Yes: 6, No: 0).

4. PUBLIC COMMENT

No comment.

5. BUSINESS

a. Prioritize Human Services Commission Added Funding Recommendations

During the City Council's review of the Human Services Commission recommendations on October 20, 2020, Councilmembers requested that the Commission provide a priority order of the grants requested in the additional funding package. Commissioners reviewed the proposed ranking order and discussed.

Motion to approve the list as presented by Human Services Supervisor Leslie Miller with the updated feedback from Commissioners.

Moved by Commissioner Max Reisman, seconded by Commissioner David Godfrey.

6. COMMUNICATIONS

3. APPROVAL OF MINTUES

a. Commissioner Reports

Chair Jonathan Stutz announced his retirement from Amazon and is working on a diversity and equity inclusion cross cultural management consulting practice. Commissioner Michelle Alten-Kaehler introduced the plan to draft a letter to the City, to request for the City consider another round of effort to increase mask wearing in all public places. Michelle will collect feedback individually from Commissioners.

b. Staff Reports and Announcements

Human Services Supervisor Leslie Miller announced updates regarding supplemental one-time funding, WA HB 1406, and possible collaboration with LWSD and Communities in Schools.

Human Services Supervisor announced that Senior Office Specialist Melissa Bartoletti will be leaving to another department and expressed her appreciation for Melissa's service.

7. ADJOURNMENT

Chair Jonathan Stutz asked for a motion to adjourn. Commissioner Gildas Cheung motioned; Commissioner Michelle Alten-Kaehler seconded. Motion carried (Yes: 6, No: 0). The meeting was adjourned at 8:03 p.m.



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

MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Leslie R. Miller, Human Services Supervisor

Date: January 21, 2021

Subject: HUMAN SERVICES CARES ACT FUNDING DEBRIEF

RECOMMENDATION

That the Human Services Commission receive a presentation providing an overview of the funding spent to support Kirkland residents and human services agencies during the COVID-19 crisis in 2020.

BACKGROUND DISCUSSION

Washington State's Department of Commerce offered cities federal CARES Act funding in 2020. The City Manager and City Council decided to utilize this money to support small businesses, human services and arts organizations in addition to seeking reimbursement for city pandemic-related spending. Staff will review how the \$1.22 million benefitted Kirkland residents and the agencies that serve them. The City Council memo that provides an overview of all of the City's CARES Act spending is provided as **Attachment A**.

Attachment A – City Council COVID-Related Funding and Disbursement Summary Memo



CITY OF KIRKLAND
Department of Finance & Administration
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Tracey Dunlap, Deputy City Manager
James Lopez, Assistant City Manager
Leslie Miller, Human Services Supervisor
David Wolbrecht, Senior Neighborhood Services Coordinator

Date: December 1, 2020

Subject: COVID-Related Funding and Disbursement Summary

RECOMMENDATION:

Council receives an update on the COVID-related funding received, eligible expenses for the funds, and how the funds have been disbursed. Because staff were working diligently throughout November to expend the funds, there was limited time to complete this memo for the December 8 Council meeting. Therefore, the update includes considerable detail, but does not document every expenditure. This memo is focused on an overview and expenditures to non-City organizations. A full accounting of all City-related expenditures will be provided to the Council in early 2021.

BACKGROUND DISCUSSION:

City staff has focused significant effort in meeting two objectives related to COVID-related funding:

- To ensure that all federal COVID-related funds (CARES Act) were applied for and expended before the 11/30/2020 deadline, and
- Ensure that each category of CARES Act expenditures received the amount committed to by the City Council, regardless of ultimate funding source used.

There are a variety of complexities associated with this funding, as described below, but staff has accomplished these objectives.

COVID-Related Funding Received

The City of Kirkland received Federal CARES Act funding in several pieces as shown in Attachment A and summarized in the table below. The \$4 million administered by the Department of Commerce was received in two increments, \$2.7 million and \$1.3 million, from the Coronavirus Relief Fund (CRF). The City Council has targeted the first \$2.7 million to be allocated to City expenses, Small Business programs, and Human Services roughly one-third each. The second \$1.3 million was allocated similarly, except that approximately \$300,000 was

set-aside to support non-profit Cultural Arts programs in Kirkland that experienced significant revenue loss due to the pandemic.

In addition, the City received \$136,000 from King County for Small Business Relief and smaller amounts from other sources for specific purposes in Fire and Parks and Community Services (for the Friday Market). The Municipal Court was very proactive and also received CARES Act funds from the Administrative Office of the Courts (OAC), but those funds were returned as the project costs funded were already specifically included in the adopted budget, so were not eligible under Federal rules.

Funding	Amount
CARES (Main)	\$ 2,668,200
CARES (Additional)	\$ 1,334,100
CARES (KC)	\$ 135,833
CARES - HHS Medicare	\$ 20,753
Subtotal CARES Funding	\$ 4,158,886

Prior to receiving the CARES Act funds, the City Council allocated \$30,000 from the Council Contingency to the Chamber Small Business program and \$265,000 from 2019 sales tax above budget to human service needs (approved as part of the 6/16/2020 budget adjustments). At this juncture, those funds are still available toward activities that fall outside the CARES Act window of 11/30/2020 or can be returned to their source.

Finally, staff estimates that the City will receive approximately \$316,000 from FEMA for direct, eligible out-of-pocket expenses related to COVID-19 response. These funds will not be received until mid-2021 and the amount could change based on FEMA review. When those final funds are received in 2021, the actual cash received will be recognized via a budget adjustment.

The top table on Attachment A summarizes these COVID-related funding sources and the related budget adjustments previously approved by Council and additional adjustments as part of the 2019-2020 Budget Adjustments that appear on the December 8, 2020 agenda for approval.

COVID-Related Eligible Costs

There are very specific and detailed rules that apply to the CARES Act funding and FEMA reimbursements. For the CARES Act, to be eligible expenses, you must be able to answer “true” to the following:

- The expense is COVID related.
- The expense is necessary.
- The expense being submitted is not filling a shortfall in revenue that was intended to cover expenditures that would otherwise not qualify.
- The expense is for a substantially different purpose than originally intended due to the COVID-19 pandemic.
- The expense was not in the budget approved as of March 27, 2020.

It is important to note that some of the eligible COVID-related costs may have been in the budget but were used for substantially different purposes than originally intended due to the pandemic. An example of this type of cost is the salaries of those staff in the EOC during its activation, who would have ordinarily performed other non-COVID work. As a result, not all CARES Act-eligible expenses are incremental costs to the budget and therefore do not require budget adjustments. Other costs, like Small Business Relief grants or Human Service contracts, are incremental costs and require a budget adjustment.

The table that follows summarizes the eligible costs that City staff identified, the total of which exceeds the amount of funding received.

Eligible Costs	Amount
City Expenses (2)	\$ 3,019,633
Small Business Expenses	\$ 1,234,570
Arts Expenses	\$ 318,741
Human Services Expenses	\$ 1,222,733
FEMA Eligible Expenses	\$ 398,588
Grand Total Eligible Costs	\$ 6,194,266

However, not all of those costs require a budget adjustment as described above and shown in Attachment A, so the result is that there is cash available that can be used past the CARES Act deadline of 11/30/2020 for other purposes or programmed for other City purposes.

Total Funding Budget Adjustments	\$ 4,453,886
Total Eligible Cost Budget Adjustments	\$ 3,476,568
Anticipated Cash Flow Available at Year End 2020	\$ 977,318
Anticipated Cash Flow Available in 2021	\$ 315,855

Selected out-of-pocket costs are subject to FEMA reimbursement at 75%. These costs were incurred in 2020 and therefore require a budget adjustment, but the actual funds from FEMA will not be received until 2021, when the cash can then be recognized and programmed for other purposes.

Disbursements through the CARES Act Funding Plan

As presented by the City Manager at Council’s Financial Retreat on May 29, 2020 and approved by Council on June 16, 2020, the City Manager’s CARES Act Funding Plan divided the Coronavirus Relief Fund funding administered by the Department of Commerce into generally equal parts, with approximately \$1.2M being allocated to each of the following three categories:

- City General Operations COVID-19 reimbursement and preparedness;
- Human Services COVID-19 related expenses; and
- Kirkland Small Business COVID-19 related expenses.

Additionally, approximately \$300,000 was set-aside support non-profit Cultural Arts programs in Kirkland that experienced significant revenue loss due to the pandemic. Attachment A contains an overview of expenses for the City General Operations category. Below is a description of the major expenses in the Human Services, Small Business, and Cultural Arts categories.

Human Services COVID-19 Related Expenses - \$1.22 million

Below is a description of the major strategies and agencies funded to support human services.

1. Staff Support for Human Services COVID-19 Response - \$30,745

The City hired a consultant to develop and implement projects funded from the CARES Act funds provided to the City. The consultant's work served to identify and document the impact of the COVID-19 pandemic on the residents of Kirkland and the human services agencies that serve them by reviewing relevant data on the impacts of COVID-19 and engaging community members and social service agencies to build relationships. This work informed the development and implementation of CARES Act funded contracts to address the specific and acute needs that have emerged or been exacerbated during COVID-19. The consultant and Kirkland Human Services staff worked intensively with the Promotores team, Native American consultants, cultural navigators and the provider of the large rental assistance program. This led to meaningful relationship building between the City and these providers.

2. Reimbursement of Human Services Stabilization Initiative Funding - \$265,000

A. Emergency Shelters & Day Centers - \$125,000

i. Catholic Community Services of Western Washington (CCS) - \$25,000

New Bethlehem Programs for Families with Children provided shelter and day services during the pandemic by utilizing motel rooms for 24/7 shelter and a separate day center to connect unsheltered families with resources. Item of Note: Because asking children to remain socially distant from people is particularly challenging, CCS prioritized relocating families into a motel. This allowed the agency to create safer living conditions for families and allowed the program to serve more families than pre-COVID.

ii. Congregations for the Homeless - \$50,000

Congregations for the Homeless (CFH) provides an array of services to men experiencing homeless. Congregations for the Homeless requested reimbursement for food and meals for men in motels, cab service, expenses related to expanding shelter operations to an additional part of the Lincoln Center and for hazard pay for frontline staff. Item of Note: King County provided funding to CFH at the beginning of the pandemic to place the shelter guests most medically fragile in motel rooms. Later CFH worked with the City of Bellevue to expand shelter operations into an additional part of Lincoln Center in order to continue to provide social distancing and be able to return to pre-COVID shelter numbers. The move to a motel also allowed staff to serve unsheltered families at the day center.

iii. Friends of Youth - \$25,000

Friends of Youth (FOY) provides services for youth and young adults experiencing homelessness, youth in foster care and behavioral health

services to youth and families. FOY requested reimbursement for hazard, premium and overtime pay for staff and deep cleaning expenses. Item of Note: Staff spent a great deal of time working with FOY exploring alternative locations that would allow the agency to serve more young adults in a safer manner. Unfortunately, a cost-effective option was not found.

iv. The Sophia Way - \$25,000

The Sophia Way (TSW) provides services to women experiencing homelessness. TSW requested reimbursement for a computer, food service, mats and staffing through a temporary agency. Item of Note: In the spring the Sophia Way moved its day center, programmatic shelter and emergency shelter to the Red Lion Inn. This allowed the guests to be spread out and be as efficient as possible with limited staffing resources.

B. Food Assistance - \$30,000

i. Sound Generations - \$10,000

Sound Generations Call in Center - because of the pandemic, older adults and those who were medically fragile needed to stay at home. City staff were concerned that residents who did not have access to a social network for assistance or did not have access to the internet would not know how to access assistance. At the same time, members of the community were reaching out asking how they could help their neighbors. City staff worked with Sound Generations to create both a hotline for residents to request food delivery and a hotline for residents who wished to become volunteer delivery drivers. Sound Generations then matched residents who needed either donated food or a grocery store pickup with those who could either pick up a Hopelink food box or complete a grocery store trip and deliver. In order to get word to the community as broadly as possible, the City sent out a mailing to all residential addresses in Kirkland in four languages providing the phone numbers for the food hotline, the state public health COVID-19 information line, and King County's 24/7 mental health crisis line. Sound Generations is continuing to provide this service into 2021.

ii. Hopelink - \$20,000

Hopelink had to begin purchasing much more food because of its limited ability to accept donations due to the risks associated with the pandemic.

C. Emergency Financial Assistance to Residents - \$100,000

Residents lost income needed to pay for housing due to layoffs following the stay at home order, not being able to work due to compromised health or the need to care for children no longer attending school in person.

i. Attain Housing - \$10,000

Attain Housing serves families with children.

ii. Eastside Legal Assistance Program (ELAP) - \$25,000

ELAP served clients supported by the staff attorney for Kirkland residents.

- iii. **Hopelink - \$30,000**
Hopelink serves all populations that income qualify.
- iv. **LifeWire - \$10,000**
LifeWire serves survivors of domestic violence.
- v. **Muslim Community Resource Center (MCRC) - \$25,000**
MCRC serves all community members. It is a trusted provider for Muslim residents and immigrants and refugees.

D. Behavioral Health Infrastructure Support: IKRON of Greater Seattle - \$10,000

IKRON provides behavioral health and integrated employment services. The agency requested reimbursement for the significant increase in non-billable services, such as outreaching to clients and coordinating services as a result of the COVID-19 pandemic. Item of Note: IKRON has seen a significant increase in the number of clients relapsing on their substance of choice and an increase in severity of mental health symptoms for previously stable clients. Specifically, it has noted that many more clients are presenting for treatment of PTSD and stress-related diagnoses.

3. Survey of Communities of Color to Understand Pandemic Impacts - \$19,038

i. LatinX Outreach - \$19,038

Community-based Promotores (liaisons), in partnership with the King County Promotores Network, Eastside for All, and the Latino Community Fund, developed and implemented a community engagement project with focus on the Latinx populations in Kirkland. This project focused on connecting Latinx community members with appropriate resources and in-language materials. Additionally, the Promotores are conducting a community assessment with Latinx people in Kirkland to inform new, culturally responsive services and resources for the city's Latinx population. The first contract for this project focused on initial outreach to Latinx community members in Kirkland. Promotores distributed 200 resource packets, which included a bilingual Kirkland community resource guide, King County Public Health materials, masks, and hand sanitizer. Throughout the first phase of outreach, Promotores simultaneously developed a comprehensive survey tool to engage and gather feedback from Kirkland's Latinx community. The second contract for this project is funding the implementation of the community survey, additional outreach and promotion of the program, including Spanish-language radio interviews, and distribution of resource packets and grocery gift cards to survey participants. An analysis of approximately 200 completed surveys will serve as a guide for developing culturally responsive programming for Kirkland's Latinx community. This second contract is being funded using 2020 human services funding for cultural navigation.

ii. Efforts to connect with the African-American community

Efforts to connect with the Kirkland's African-American and Black communities included outreach to numerous leaders and advocates who identify as Black or

African-American. Through this outreach and engagement, a common theme that emerged was the continued marginalization of Kirkland's Black community and the lack of a sense of community within the City of Kirkland. Through the Eastside Race and Leadership Coalition, the City learned that Bellevue City Councilmember Jeremy Barksdale has begun work to bring together Black and African-American advocates and organizers on the Eastside to collaborate and work toward collective impact. City staff used this new channel to provide resources in response to COVID-19. Despite this new relationship, there is still significant work to be done in engaging and centering the Black and African-American community members in Kirkland.

iii. Native Community Outreach

The City began working with the Eastside Native American Education Program early in the Summer to develop a relationship with Kirkland's Native community. The Eastside Native American Education Program operates out of the Lake Washington School District to provide culturally enriching programs and support for Native students social-emotional wellbeing. This relationship led to a connection with Arlie Neskahi, a consultant with extensive experience in teaching, counseling, facilitation and management that centers the region's Native community members. The India Association of Western Washington has agreed to contract with the City and subcontract with Mr. Neskahi to conduct targeted outreach to Native families and individuals who face barriers in accessing city-funded human services in 2021. This contract will also fund a community survey to center the experiences of Kirkland's Native community and inform the development of culturally responsive, community-led resources and opportunities. This contract will be funded using 2020 human services funding for cultural navigation.

4. Cultural Navigation to Access Resources: 4 Tomorrow - \$4,200

This cultural navigation project created a new, culturally responsive channel for connecting Latinx and undocumented Kirkland residents with Kirkland resources and services available through State CARES Act funding. 4 Tomorrow's work served to ensure that Latinx and undocumented people in Kirkland were aware of Kirkland's State CARES Act and other COVID-related services and resources to meet emerging needs during COVID-19. Additionally, their work provided a new channel for communication and information dissemination between the City of Kirkland and Latinx and undocumented community members. Culturally responsive, Spanish language technical assistance helped to remove barriers for community members applying for residential financial assistance and Kirkland Boys & Girls Club scholarships available through Kirkland's CARES Act funding.

5. Rental Assistance Program, India Association of Western Washington - \$250,000

Early in the summer of 2020, Human Services staff conducted outreach to property managers and landlords of affordable and market-rate housing in the region to understand the scope of housing insecurity during COVID-19. Staff conducted outreach to approximately 20 affordable and mixed-income housing sites throughout Kirkland. While this outreach did not produce statistically valid results, anecdotal responses helped to identify emerging issues facing renters including: uncertainty for

tenants depending on increased unemployment benefits; tenants terminating leases early to avoid eviction; and disparities between housing stability for residents of market-rate housing in comparison to subsidized housing.

The India Association of Western Washington partnered with the City of Kirkland to use CARES funds to provide financial assistance to renters and homeowners in Kirkland who were financially impacted as a result of COVID-19. These funds served members of the community who were at imminent risk of eviction, foreclosure, or homelessness. The program is providing up to \$5,000 of assistance for households rent, mortgage, and utilities expenses. This project identified applicants through other City of Kirkland projects involving targeted outreach and technical assistance (TA) to communities that disproportionately face eviction, foreclosure, and homelessness and are underrepresented in other financial assistance programs.

6. Expanded Food Support - \$200,000

Hopelink purchased food items that will allow residents to support their traditional holiday cooking needs; basic need supplies such as toilet paper, paper towels, diapers and personal care items; and gift cards that are allowing residents to purchase food not provided in the food bank. Hopelink provided all of these items to the Northshore Senior Center to support its food pantry program. In addition, Hopelink is providing some gift cards to 4 Tomorrow, India Association of Western Washington and the Native American consultant.

7. Training in Fair Housing Laws for Shelter and Temporary Housing Providers - \$17,500

The Fair Housing Center of Washington provided 9 live trainings to housing and shelter providers who serve Kirkland residents. In addition to an introductory training on the basics of Fair Housing, they held specialized trainings on the following topics: shelters and religious exemptions; domestic violence and criminal history guidance; processing reasonable accommodations for persons with disabilities; and Fair Housing and the rights of caregivers. The Fair Housing Center also conducted testing on 20 properties in Kirkland to determine the extent of compliance with the Fair Housing Act. Testing focused on protected classes at greatest risk of experiencing discrimination:

- Race and national origin: discrimination against Black, African-American, Native American/Alaskan Native, Latinx, and Pacific Islander people.
- Sex: discrimination against female-headed households
- Familial status: discrimination against single parent households
- Disability: discrimination against people with disabilities and people perceived to have COVID-19 due to essential worker status

8. Increased Expenses to Provide Social Distancing for Day Center and Overnight Emergency Shelter Programs - \$151,606

The original vision for the new 24/7 facility, Kirkland Place for Families and Women in Kirkland, was to provide daytime services not just for the women and families staying overnight, but to other women and families experiencing homelessness on the eastside. Unfortunately, because of the pandemic, entry into the facility is limited to those staying in the shelter. The commitment of Kirkland CARES Act dollars

allowed the agencies to each provide a second day center to serve the community.

i. The Sophia Way - \$117,151

In addition to the new 24/7 enhanced shelter in Kirkland (Helen's Place), the Sophia Way runs a 12-hour programmatic shelter at Sophia's Place in Bellevue. This site had served as the day center for women since the facility's opening in 2012. With the opening of Helen's Place, the day center was no longer located at Sophia's Place. Because of the pandemic, the residents of Sophia's Place and the women sleeping in their cars and on the streets no longer had access to a day center. Kirkland CARES Act funding has allowed for a second day center to be open at Sophia's Place providing 24/7 shelter for Sophia's Place guests and day time services several days a week for unsheltered women.

ii. Catholic Community Services (CCS) - \$34,455

Kirkland funding has allowed CCS to keep its original day center in the basement of Salt House open to unsheltered families needing connections to services. In addition, the day center continues to serve not only any families staying at the Lake Washington United Methodist Church safe parking program, but adult women as well.

9. Reimbursement Grants for Increased Expenses Due to COVID-19 - \$284,187

Nonprofit agencies have been spending their limited resources on personal protection equipment, increased staffing to meet client needs, and technology. This strategy has provided for reimbursement grants to help service providers cover those costs.

City staff worked closely with colleagues at the City of Redmond to create efficiencies for agencies and the cities by dividing up contracts for reimbursement grants to limit both reimbursing the same agencies whenever possible. The agencies who received reimbursements from Kirkland and/or Redmond include: Alpha Supported Living Services; AtWork!; Babies of Homelessness; Community Homes; Eastside Baby Corner; Hero House NW; Hopelink; Imagine Housing; Childcare Resources; Harborview Abuse & Trauma Center; IKRON of Greater Seattle; King County Sexual Assault Resource Center; Lake Washington Schools Foundation; LifeWire; Together Center; and Youth Eastside Services.

i. Alpha Supported Living Services - \$25,715

Alpha Supported Living Services supports over 200 individuals with intellectual and developmental disabilities. Sixteen of their residents live in six homes in Kirkland, supported by over 60 employees working shifts in the homes. The agency requested reimbursement for PPE and infrared thermometers.

Item of Note: At the beginning of March Alpha paid just under 10 cents per glove, in July it paid almost 30 cents per glove.

ii. AtWork! - \$12,492

AtWork! provides supported employment services to adults with intellectual and developmental disabilities. The agency requested reimbursement for PPE,

cleaning supplies and thermometers as well as I-pads, Chromebooks and hotspots provided to clients to navigate the virtual world.

iii. Boys & Girls Club of King County—Kirkland Club - \$65,845

The Kirkland Club has been provided day-long camps to support families who needed childcare because schools have been providing remote learning only. The agency requested reimbursement for PPE, rental space at a school and scholarships.

iv. Community Homes, Inc. - \$6,000

Community Homes supports adults with intellectual and developmental disabilities in adult family homes and shared living homes. The agency requested reimbursement for PPE and canopies to support its infection control efforts. Item of Note: The agency purchased the canopies to provide protection from the elements so residents could host family visits outside. Community Homes also purchased heaters, chairs and lights to make residents as comfortable as possible.

v. Eastside Baby Corner (EBC) - \$20,630

EBC provides basic needs supplies for children birth to 12 to agencies that distributes the items to their clients. EBC has been responding to greater need for supplies and a limited ability to accept donations. EBC requested reimbursement for diapers and pull ups. It is sharing the diapers with Babies of Homelessness.

vi. Hopelink - \$25,000

Hopelink's housing program provides emergency shelter, transitional housing and permanent housing on the Eastside. It is requesting reimbursement for PPE, cleaning supplies, and basic furnishings that it had previously been able to obtain through donations.

vii. Imagine Housing - \$43,269

Imagine Housing provides affordable housing throughout the eastside including four properties in the City of Kirkland. Imagine requested reimbursement for the cost of hiring additional security at its properties. Item of Note: Imagine Housing has seen a spike in domestic violence, neighbor to neighbor violence and other disruptive and dangerous behaviors.

viii. Lake Washington School District - \$42,857

LWSD requested reimbursement for costs related to T-Mobile hotspots for students to facilitate virtual learning from home.

ix. Youth Eastside Services - \$23,739

YES provides behavioral health services to youth and families. The agency requested reimbursement for PPE, cleaning services and technology including Electronic Health Record Licenses, Zoom telehealth accounts and a Technology HIPAA compliance consultation. These expenses supported both the agency's ability to provide telehealth services and begin offering in person services safely. Item of Note: Youth are struggling with anxiety, depression, suicidal ideation, grief and loss, substance use issues, social isolation and family conflict.

x. YMCA of Greater Seattle - \$18,640

The YMCA provided emergency childcare and day camp for free to essential workers. This fall it has offered Y LEAP Academy at Sandburg Elementary. The Y requested reimbursement for spring services provided to children of essential workers and costs associated with its fall Item of Note: The Y opened the Learning, Enrichment, and Play (LEAP) Academies to support kids and families with distance learning and day care needs.

Estimated CARES Act funding for human services in neighboring cities

Bellevue: The City of Bellevue allocated \$500,000 of its CARES Act funding to meeting the immediate needs of its residents; \$300,000 to address food insecurity and \$200,000 for financial assistance for residents. Bellevue considered speed to get funds out, scope of reach, and existing partnerships in selecting agencies to receive funding. Food and hygiene supplies were distributed through the Bellevue Food Bank, Bellevue School District, Salvation Army, and Renewal Food Bank.

Issaquah: The City of Issaquah allocated \$200,000 of its first round of CARES funding to human services. \$170,000 was directed to providing food and basic needs through the Issaquah Food and Clothing Bank, CCS – Issaquah Meals Program, Eastside Baby Corner, and Eastside Friends of Seniors. \$30,000 was given to Eastside Legal Assistance Program to focus on tenant assistance. In its second round of CARES funding the City of Issaquah dedicated \$250,000 of its CARES Act funding to meeting human services in its community; \$100,000 for the Issaquah Food and Clothing Bank; \$120,000 for housing mediation services, housing for people with disabilities, and low-income housing providers; and \$30,000 to Friends of Youth to support mental health services for young adults.

Redmond: The City of Redmond allocated \$250,000 from its first round of CARES Act funding to provide financial support for mental health services, childcare, telework, food security, and personal protective equipment for social service providers and clients. In its second round of funding, the City allocated \$508,000 to provide rental assistance, grocery vouchers, mental health services, and day center services for people experiencing homelessness.

Shoreline: The City of Shoreline dedicated \$300,000 of its CARES funding to Human Services. \$185,000 of this funding supported Summer meals for students, food delivery for older adults, and food vouchers for families with children. The remaining \$115,000 of funding provided reimbursement to human services agencies for personal protective equipment and cleaning expenses. The City dedicated an additional \$186,063 in funding for human services from its second round of CARES Act funding.

Kirkland Small Business COVID-19 Related Expenses - \$1.23 million

Below is a description of the major strategies funded to support Small Businesses.

Kirkland CARES Small Business Relief Fund - \$1,050,000

An interdepartmental team convened by the City Manager's Office designed and administered a grant program for small businesses and nonprofits negatively impacted by COVID-19. The City promoted the program in four languages and received over 280 applications. Though the program was originally designed to provide funding for 150 small businesses, the City utilized a second allocation of CARES Act funding from Washington State to strive to fund all applicants that met the eligibility requirements. In total, the City distributed \$5,000 grants to 207 businesses and nonprofits in Kirkland. This amount includes \$15,000 in expected small business grants that did not qualify, so those funds are set aside toward additional business-related COVID expenses.

ShopLocalKirkland.com Web Contractor and Marketing Materials - \$52,428

One of the central strategies to support Kirkland's business community respond to the impacts of the pandemic was the creation of Shop Local Kirkland. Conceived as a "digital main street", the ShopLocalKirkland.com website and associated effort by City staff support businesses in adapting to a new normal, recognizing trends arising from COVID-19 are expected to characterize economic activity not just temporarily, but permanently. Taking a longer view than stop-gap grant funding, the Shop Local Kirkland initiative brings recovery 'through the (digital) front door' in the form of customer spending, rather than through the 'back door' in the form of relief monies. This funding also funded marketing collateral and supplemental contractor support for business onboarding. To date, 397 businesses have registered on the platform, of which 198 have published their storefronts. The website has received over 24,000 total visits and has generated 1,250 click-through leads for businesses.

Staff Support for Economic Development COVID-19 Response - \$65,798

The City Manager's Office hired a Temporary Special Projects Coordinator to project manage the development, implementation, promotion, and curation of the ShopLocalKirkland.com digital storefront web platform. This staff oversaw work with the City's contractor for the platform and supported Kirkland businesses in registering with the platform through in-depth, one-on-one orientation to dozens of businesses. The Special Projects Coordinator also crafted marketing and promotion materials and provided technical assistance to several businesses.

(re)Startup 425 Business Response Team Contractor - \$11,550

Business assistance programs such as federal grants can be confusing and difficult to navigate, particularly for those businesses without an existing relationship with a commercial bank or similar financial services. In partnership the Startup 425 partner cities, Bellevue, Issaquah, Redmond, and Renton, the City helped fund the Business Response Team. The Business Response Team filled that need by advising business owners to help them understand and apply for city, state, federal, and private economic relief programs related to COVID-19. Recognizing that business owners may experience language barriers in the existing grant processes, the Business Response Team was available to assist in multiple languages through a phone interpretation service and did

so on several occasions. The services provided by the Business Response Team were businesses located in the partner cities' jurisdictions. In total to date, the Business Response Team has received 518 inquiries with (approximately 35% from Kirkland) and has helped secure a total of 73 loan packages.

Flexible Permitting and Other Support for Kirkland Businesses - \$1,215

Staff in the Planning & Building and Public Works departments, in coordination with the City Manager's Office, developed and provided several permits related to various strategies identified by the "Outside the Walls" community task force for all Kirkland businesses, including:

- "Evenings on Park Lane" application for Sidewalk Cafés
- Temporary pick-up/take-out parking stalls application
- "2020 Outdoor Café Permit Application Form", with waived fees for Outdoor Café Permit renewal
- Temporary 'Parklet' Street Use application for Kirkland restaurants to expand outdoor seating into adjoining on-street parking stalls
- A notification process for Kirkland businesses to temporarily use adjoining private parking stalls for expanded outdoor café seating or outdoor retail space

The City also purchased or produced various items to support the conversion of parking stalls to parklets, designating pick-up/drop-off stalls, and various signs. Finally, to support downtown businesses during the coronavirus pandemic, the City closed the west end of Park Lane between Lake Street and Main Street to vehicles from 6 p.m. to 7:00 a.m., seven days a week, from July 2 through November 17, 2020. The results of an online survey with over 700 responses indicated that the program was generally well received from Park Lane restaurants, retailers, and the broader community.

City Contribution to Round 2 of the Greater Kirkland Chamber of Commerce Relief Fund - \$30,000

Outreach Materials to Kirkland Businesses - \$21,597

The City produced and mailed a COVID-19 information packet to each business in Kirkland. Much of the packet was translated into multiple languages.

Translations for Kirkland CARES Small Business Relief Fund - \$1,982

The City's relief fund application and informational materials were translated into Spanish, Chinese, and Russian.

Estimated CARES Act funding for Small Business Grants in neighboring cities:

Bellevue: still in process

Issaquah: \$750,000

Redmond (in partnership with OneRedmond): \$1,830,000

Renton: \$1,380,000

Sammamish: \$420,000

Kirkland Arts Relief Fund - \$318,741

The pandemic has been devastating for arts organizations, forcing layoffs and in some cases, potentially permanent closures. Arts organizations play a unique role in both economic development and neighborhood quality of life, and sustaining art organizations serves a valuable public benefit. The City distributed CARES Act funds to non-profit cultural arts organizations that had Kirkland business licenses and documented significant ticket sale or class fee revenue loss due to the pandemic. Primary recipients included the Kirkland Performance Center, the Kirkland Arts Center, and Studio East. Recognizing the role of such organizations in helping Kirkland be a safe, inclusive, and welcoming place, the grant contracts for each organization included the requirement that those organizations would work throughout 2021 with City staff and each other to engage the Black, Indigenous, and People of Color (BIPOC) community to create inclusive programming, consistent with the City's Resolution R-5434.

Summary

In summary, City staff was able to ensure that the City disbursed all of the CARES Act funding and distribute those funds according to the City Council direction. Council may choose to set aside some of the additional projected cash toward continuing COVID expenses. Staff recommends that a plan for any remaining additional cash projected at the end of 2020 be brought forward for Council consideration once the final 2020 books are closed.

Summary of COVID-Related Funding and Disbursements

Funding	Amount	Prior Budget Adj.	Current Budget Adj.
CARES (Main)	\$ 2,668,200	\$ 2,668,200	
CARES (Additional)	\$ 1,334,100		\$ 1,334,100
CARES (KC)	\$ 135,833		\$ 135,833
CARES - HHS Medicare	\$ 20,753		\$ 20,753
Subtotal CARES Funding	\$ 4,158,886	\$ 2,668,200	\$ 1,490,686
Council Contingency (Chamber)	\$ 30,000	\$ 30,000	
2019 Sales Tax (Human Services)	\$ 265,000	\$ 265,000	
Subtotal City Funding	\$ 295,000	\$ 295,000	\$ -
Est. FEMA Reimbursement (1)	\$ 315,855		\$ -
Grand Total Funding	\$ 4,769,741	\$ 2,963,200	\$ 1,490,686
Total Funding Budget Adjustments			\$ 4,453,886

(1) Reimbursement not expected until mid-2021

Eligible Costs	Amount	Prior Budget Adj.	Current Budget Adj.
City Expenses (2)	\$ 3,019,633	\$ 61,600	\$ 240,336
Small Business Expenses	\$ 1,234,570	\$ 30,000	\$ 1,204,570
Arts Expenses	\$ 318,741		\$ 318,741
Human Services Expenses	\$ 1,222,733	\$ 265,000	\$ 957,733
FEMA Eligible Expenses	\$ 398,588		\$ 398,588
Grand Total Eligible Costs	\$ 6,194,266	\$ 356,600	\$ 3,119,968
Total Budget Expense Adjustments			\$ 3,476,568

(2) Excluding FEMA Eligible and including Court net cost

Total Funding Budget Adjustments	\$	4,453,886
Total Eligible Cost Budget Adjustments	\$	3,476,568
Anticipated Cash Flow Available at Year End 2020	\$	977,318
Anticipated Cash Flow Available in 2021	\$	315,855



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
Leslie R. Miller, Human Services Supervisor

Date: October 23, 2020

Subject: 2021-2022 Human Services Grant Funding Review

RECOMMENDATION

That the Human Services Commission review the City Council's human services grant funding allocations for the 2021-2022 biennium and hear feedback received regarding those allocations.

BACKGROUND DISCUSSION

The Human Services Commission recommended to the City Council that it allocate an additional \$240,306 in both 2021 and 2022 above the City Manager's recommendation in his preliminary budget. The City Council provided an additional \$212,000 for the next two years but left the money unallocated.

Attachment A City Council Requested Ranked Human Serv Commission
Recommendations

Attachment B Kirkland City Council Approved Human Services Grants



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

To: Kurt Triplett, City Manager

From: Human Services Commission
 Lynn Zwaagstra, Director
 Leslie R. Miller, Human Services Supervisor

Date: October 26, 2020

Subject: HUMAN SERVICES COMMISSION'S RANKED RECOMMENDATIONS

RECOMMENDATION

That the City Council receive a ranked order of the Human Services Commission's one-time funding recommendations for consideration during its budget deliberations.

BACKGROUND DISCUSSION

During the City Council's review of the Human Services Commission recommendations on October 20, 2020, Councilmembers requested that the Commission provide a ranked order of its additional one-time request of \$480,612 (\$240,306 each year). The Commission held a special meeting on Monday, October 26, 2020 to create the ranked list below.

Rank	Agency/Program	Award Amount	Running Total	Per Capita Benchmarks
1	LifeWire—Survivor Advocacy Services <i>[additional funding to support the full ask]</i>	\$28,541	\$28,541	
2	Youth Eastside Services—Behavioral Healthcare for Children and Youth <i>[additional funding]</i>	\$31,561	\$60,102	
3	LifeWire—Housing Stability Program <i>[additional funding to support the full ask]</i>	\$8,677	\$68,779	
4	NAMI Eastside—NAMI in the Schools <i>[added program—almost fully funded]</i>	\$5,000	\$73,779	\$21.45
5	IKRON of Greater Seattle—Behavioral Health Services <i>[additional funding to support the full ask]</i>	\$19,000	\$92,779	
6	Hopelink—Financial Assistance Resiliency Program <i>[additional funding to support the full ask]</i>	\$1,828	\$94,607	
7	Hopelink—Family Development Program <i>[additional funding to support the full ask]</i>	\$3,800	\$98,407	

8	Kindering—Families in Transition (FIT) <i>[added program—partial funding]</i>	\$5,000	\$103,407	
9	Congregations for the Homeless—Rotating Shelter <i>[added program—fully funded]</i>	\$11,000	\$114,407	
10	Friends of Youth—Drop-In Services <i>[additional funding to support the full ask]</i>	\$6,000	\$120,407	
11	Friends of Youth—Youth and Young Adult Shelter <i>[additional funding]</i>	\$6,000	\$126,407	\$22.03
12	Youth Eastside Services—Behavioral Healthcare for Children and Youth <i>[additional funding to support the full ask]</i>	\$30,000	\$156,407	
13	Hopelink—Emergency Food <i>[additional funding to support the full ask]</i>	\$27,487	\$183,894	
14	Asian Counseling and Referral Service—Children, Youth and Family Program <i>[additional funding to support the full ask]</i>	\$4,117	\$188,011	
15	Asian Counseling and Referral Service—Whole Health Orientated Mental Health Program <i>[additional funding to support the full ask]</i>	\$2,500	\$190,511	
16	IKRON—Integrated Employment Services <i>[additional funding to support the full ask]</i>	\$4,800	\$195,311	\$22.79
17	Alpha Supported Living Services—Alpha Health Services Program <i>[added program]</i>	\$5,000	\$200,311	
18	Child Care Resources—Information and Referral/Technical Assistance <i>[additional funding to support the full ask]</i>	\$1,617	\$201,928	
19	Community Homes, Inc.—Housing Education and Navigation for People with Intellectual/Developmental Disabilities <i>[added program—fully funded]</i>	\$5,000	\$206,928	
20	Kindering—Child Care and Preschool Consultation <i>[additional funding to support the full ask]</i>	\$26,907	\$233,835	
21	Washington Poison Center—Emergency Services <i>[added program—fully funded]</i>	\$6,471	\$240,306	\$23.29

Attachment B: 2021-2022 Kirkland City Council Approved Human Services Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested-- Council Provided \$ Unallocated	Totals
4	NAMI Eastside <i>peer-led mental health support groups, training and information & referral</i>	\$3,500	\$5,600			\$5,600					\$5,600
4	NAMI Eastside <i>suicide prevention program in the schools</i>	\$3,500	\$5,250								\$0
4	Northwest Parkinson's Foundation <i>isolation outreach, information & Referral and classes</i>	N/A	\$1,800	\$1,800							\$1,800
2	Communities in Schools <i>case management support for families and students in partnership with the Lake Washington School District</i>	N/A	N/A	\$60,000							\$60,000
2	SET ASIDE Indigenous Family Support	N/A	N/A	\$6,825							\$6,825
2	SET ASIDE Latinx Family Support	N/A	N/A	\$35,000							\$35,000
2	Boys & Girls Clubs of King County <i>academic and youth development programs at the Kirkland Club</i>	\$10,000	\$10,000			\$10,000					\$10,000
4	Crisis Connections <i>teen one-on-one peer support, resource booklets and suicide prevention training</i>	\$7,500	\$10,072			\$10,000					\$10,000
5	PROVAIL <i>School-to-Work job coaching for developmentally disabled teens and young adults</i>	\$10,000	\$15,000	\$15,000							\$15,000
4	Youth Eastside Services <i>preventative evidence-based strategies from birth to age 7 (including Spanish-speaking staff)</i>	\$38,583	\$45,039			\$40,000					\$40,000
2	Youth Eastside Services <i>support program for Latinx youth</i>	N/A	\$35,894			\$35,894					\$35,894
2	Youth Eastside Services <i>support program for African-American youth (to temporarily replace KTUB services)</i>	\$30,179	\$35,003			\$35,003					\$35,003
SUBTOTALS		\$121,762	\$173,658	\$143,625	\$0	\$143,997	\$0		\$0	\$0	\$287,622
BEHAVIORAL HEALTH INTERVENTIONS											

Attachment B: 2021-2022 Kirkland City Council Approved Human Services Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested-- Council Provided \$\$ Unallocated	Totals
4	Asian Counseling and Referral Service <i>counseling, consultations and case management for AAPI students, family members and school counselors in the LWSD</i>	\$24,825	\$30,130			\$26,013					\$26,013
4	Asian Counseling and Referral Service <i>whole health behavioral health services for API individuals living with chronic mental illnesses</i>	\$7,500	\$10,000	\$7,500							\$7,500
4	IKRON <i>counseling and psychiatric services</i>	\$33,930	\$54,000	\$17,218		\$17,782					\$35,000
5	IKRON <i>integrated behavioral health and employment services</i>	\$19,575	\$19,800	\$15,000							\$15,000
5	Kindering <i>consultations to improve care and prevent expulsions from childcare and preschool</i>	\$20,000	\$46,907	\$20,000							\$20,000
4	Therapeutic Health Services <i>drug & alcohol treatment--counseling, support groups and case management</i>	\$13,520	\$14,872	\$14,872							\$14,872
4	Youth Eastside Services <i>behavioral healthcare for children and youth aged 6 to 22</i>	\$38,805	\$121,561			\$60,000					\$60,000
SUBTOTALS		\$158,155	\$297,270	\$74,590	\$0	\$103,795	\$0		\$0	\$0	\$178,385
SUPPORT FOR DOMESTIC VIOLENCE AND SEXUAL ASSAULT SURVIVORS											
3	Consejo Counseling and Referral Service <i>domestic violence survivor advocacy, counseling and support groups</i>	\$15,000	\$15,000	\$15,000							\$15,000
2	Eastside Legal Assistance Program <i>advice clinics, pleadings preparation for DV survivors and lectures</i>	\$15,000	\$25,000	\$20,000							\$20,000
3	Harborview Medical Center <i>counseling to address sexual assault and traumatic stress</i>	\$9,300	\$9,580	\$9,580							\$9,580
3	King County Sexual Assault Resource Center <i>comprehensive sexual assault services in English and Spanish</i>	\$19,760	\$20,560	\$20,560							\$20,560
3	LifeWire <i>domestic violence survivor advocacy and counseling services</i>	\$98,200	\$98,541	\$70,000							\$70,000
SUBTOTALS		\$157,260	\$168,681	\$135,140	\$0	\$0	\$0		\$0	\$0	\$135,140

Attachment B: 2021-2022 Kirkland City Council Approved Human Services Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested-- Council Provided \$\$ Unallocated	Totals
TOTALS		\$1,127,277	\$1,546,466	\$969,237	\$18,764	\$390,040	\$38,862		\$0	\$0	\$1,416,903

Attachment B: 2021-2022 Kirkland City Council Approved Human Services Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested-- Council Provided \$ Unallocated	Totals
<p><i>recommend continuing 2019-2020 one-time funding to support the following investments:</i></p>											
HOMELESS AND HOUSING SERVICES											
1	Congregations for the Homeless <i>rotating overnight men's shelter (30)</i>	\$8,151	\$11,000								\$0
1	Friends of Youth <i>transitional housing with services for young adults/families experiencing homelessness (23)</i>	\$28,458	\$42,687						\$20,917		\$20,917
1	Hopelink <i>shelter (19 units), transitional (51) and permanent housing (35) & case management for families with children</i>	\$20,400	\$21,012						\$21,012		\$21,012
1	Imagine Housing <i>basic supplies, information & referral and community meals for residents</i>	\$30,000	\$32,700						\$30,000		\$30,000
1	MAPS--Muslim Community Resource Center <i>transitional housing for adult women</i>	\$5,000	\$24,000						\$7,500		\$7,500
1	The Sophia Way <i>case management and shelter for women & resource center services</i>	\$12,240	\$61,006						\$12,240		\$12,240
SUBTOTAL		\$104,249	\$192,405	\$0	\$0	\$0	\$0		\$91,669	\$0	\$91,669
SUPPORT SERVICES FOR OLDER ADULTS AND PEOPLE WITH DISABILITIES											
4	Alpha Supported Living Services <i>medical & dental appt support for developmentally disabled residents</i>	\$2,000	\$5,000								\$0
2	Catholic Community Services of King County <i>volunteer chore and in-home care</i>	\$6,120	\$8,000						\$6,250		\$6,250
2	Community Homes, Inc. <i>housing education & navigation services for adults with intellectual and developmental disabilities</i>	\$5,000	\$5,000								\$0
4	Kindering <i>developmental screenings, evaluations and early intervention for children with disabilities experiencing homelessness</i>	\$4,591	\$22,792								\$0
4	Northshore Senior Center <i>adult day health and wellness</i>	\$10,200	\$12,000						\$10,250		\$10,250

Attachment B: 2021-2022 Kirkland City Council Approved Human Services Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested-- Council Provided \$\$ Unallocated	Totals
4	Sound Generations <i>volunteers provide free transportation for essential appointments</i>	\$6,120	\$11,000						\$8,000		\$8,000
SUBTOTALS		\$34,031	\$63,792	\$0	\$0	\$0	\$0		\$24,500	\$0	\$24,500
DENTAL AND MEDICAL SERVICES											
4	Bridge Disability Ministries <i>medical equipment loan program</i>	\$5,100	\$5,000						\$5,000		\$5,000
4	HealthPoint <i>primary dental care</i>	\$16,000	\$16,000						\$16,000		\$16,000
4	HealthPoint <i>primary medical care</i>	\$16,000	\$16,000						\$16,000		\$16,000
4	Washington Poison Center <i>emergency phone calls, community education, training</i>	\$5,000	\$6,471								\$0
SUBTOTALS		\$42,100	\$43,471	\$0	\$0	\$0	\$0		\$37,000	\$0	\$37,000

Attachment B: 2021-2022 Kirkland City Council Approved Human Services Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested-- Council Provided \$\$ Unallocated	Totals
CULTURAL NAVIGATION & IMMIGRANT AND REFUGEE SUPPORT SERVICES											
2	Chinese Information and Service Center <i>information & referral and educational workshops for the Russian and Chinese communities</i>	N/A	\$12,620						\$7,500		\$7,500
2	India Association of Western Washington <i>cultural navigation case management</i>	N/A	\$6,000						\$5,000		\$5,000
2	MAPS--Muslim Community Resource Center <i>information, referrals, & resources</i>	\$5,255	\$20,000						\$15,000		\$15,000
5	Jewish Family Service <i>employment, citizenship and legal services for immigrants and refugees</i>	\$15,300	\$25,000						\$15,000		\$15,000
SUBTOTALS		\$20,555	\$63,620	\$0	\$0	\$0	\$0		\$42,500	\$0	\$42,500
EDUCATION AND EMPLOYMENT ASSISTANCE											
5	Bellevue College <i>career services open to the community</i>	N/A	\$7,094						\$5,062		\$5,062
5	Child Care Resources <i>information & referrals and technical assistance for providers</i>	\$5,000	\$9,117						\$7,500		\$7,500
5	Hopelink <i>English for Work & GED education programs</i>	\$14,229	\$44,500						\$10,000		\$10,000
5	Hopelink <i>employment services</i>	\$10,200	\$50,000						\$10,000		\$10,000
5	YWCA of Seattle-King-Snohomish <i>BFET employment services w/emphasis on cultural needs of the Black/African American communities</i>	\$13,260	\$13,658						\$13,658		\$13,658
SUBTOTALS		\$42,689	\$124,369	\$0	\$0	\$0	\$0		\$46,220	\$0	\$46,220
TOTALS		\$243,624	\$487,657	\$0	\$0	\$0	\$0		\$241,889	\$0	\$241,889

Attachment B: 2021-2022 Kirkland City Council Approved Human Services Human Services Grants

PROGRAM REQUESTS				RECOMMENDED ALLOCATIONS							
Goal Area	Agency Program Description	2020 \$ Awarded	2021 \$ Requested	Ongoing General Fund \$	Carry Over from 2019-2020	Prop 1 CDBG	MFTE	WA HB 1406	2019-2020 one-time funds	Additional one-time requested-- Council Provided \$\$ Unallocated	Totals
5	<i>Hopelink financial coaching and education</i>	N/A	\$17,000								
5	2020 FUNDING FOR PROGRAMS NOT ASKING FOR 2021-2022 FUNDING	\$53,657	\$0								
SUBTOTALS		\$199,405	\$396,275								
TOTALS		\$1,570,306	\$2,430,398	\$969,237	\$18,764	\$390,040	\$38,862		\$241,889	\$0	\$1,658,792

Human Services Continuum Goal Areas			
1	Food to Eat and Roof Over Head	4	Health Care to Be as Physically and Mentally Fit as Possible
2	Supportive Relationships within Families, Neighborhoods, and Communities	5	Education and Job Skills to Lead an Independent Life
3	A Safe Haven from All Forms of Violence and Abuse		



CITY OF KIRKLAND
Department of Parks & Community Services
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MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Leslie R. Miller, Human Services Supervisor

Date: January 21, 2021

Subject: The Human Services Dashboard

RECOMMENDATION:

That the Human Services Commission review possible tracking items for a city human services dashboard.

BACKGROUND:

Following the tragic killing of George Floyd by a police officer on May 25, 2020 in Minneapolis, Minnesota, numerous marches and rallies were held in Kirkland calling for an end to structural racism and for the City to demonstrate that Black lives matter. At the June 16, 2020 Council meeting, the Council issued a statement directing the City Manager to develop a framework for the City's response to the community. At the July 7, 2020 Council meeting, the Council held a public hearing on the draft framework, Resolution R-5434. At the July 21, 2020 Council meeting, the Council received further community feedback on the revised resolution and adopted various amendments to it. The Resolution is included as **Attachment A**.

A Human Services dashboard is one of five dashboards that City Council directed staff to develop in the resolution. Staff will be sharing both data points for consideration and several possible ways to present them to the Commission as part of the City's community feedback process.

Attachment A Resolution R-5434

RESOLUTION R-5434

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AFFIRMING THAT BLACK LIVES MATTER AND APPROVING THE FRAMEWORK FOR KIRKLAND TO BECOME A SAFE, INCLUSIVE AND WELCOMING COMMUNITY THROUGH ACTIONS TO IMPROVE THE SAFETY AND RESPECT OF BLACK PEOPLE IN KIRKLAND AND END STRUCTURAL RACISM BY PARTNERING WITH THOSE MOST AFFECTED

1 WHEREAS, On February 21, 2017 the City Council adopted
2 Resolution R-5240 declaring Kirkland a Safe, Inclusive and Welcoming
3 Community for all people; and
4

5 WHEREAS, following adoption of Resolution R-5240, the City has
6 taken many budgetary and policy actions to make progress towards this
7 goal but recognizes there is still much more to be done to achieve
8 equity, justice and inclusion for everyone; and
9

10 WHEREAS, since the tragic killing of George Floyd by a police
11 officer on May 25, 2020 in Minneapolis, Minnesota, there have been
12 dozens of protests, marches and rallies in Kirkland calling for an end to
13 structural racism and for the City to demonstrate that Black lives matter;
14 and
15

16 WHEREAS, at the June 16, 2020 City Council meeting, the
17 Council issued a formal statement to the community on issues of
18 structural racism and injustice and requested that the City Manager
19 develop "a framework for a citywide response to the issues of bias and
20 racism towards our Black and brown community members" to be
21 presented at the July 7, 2020 Council meeting; and
22

23 WHEREAS, the June 16 statement also asked the City Manager
24 to bring to the July 7, 2020 Council meeting "a request for necessary
25 resources for early implementation actions and community-wide
26 conversations on these critical topics"; and
27

28 WHEREAS, the Eastside Race and Leadership Coalition has for
29 several years brought together local stakeholders from across the
30 community in pursuit of a vision in which the diversity of leaders in local
31 government, social service and non-profit organizations, commerce and
32 education sectors reflect those living in the communities, and that the
33 decisions they make respect the cultural and social differences of those
34 living, working, learning and growing in these communities and
35 eliminate barriers that would otherwise keep them from achieving their
36 fullest potential; and
37

38 WHEREAS, several notable Black leaders from the Eastside Race
39 and Leadership Coalition formed a group called the Right to Breathe
40 Committee, and since June 12, 2020 have been engaging the City in
41 discussions and have called upon the City to abolish systemic Anti-
42 Blackness to ensure equal justice, provide oversight and accountability
43 through equitable shared decision-making that embodies the phrase
44 "nothing about us without us", and de-escalate encounters involving
45 people enforcing laws and rules against Black people; and

46
47 WHEREAS, community members have encouraged the City to
48 evaluate police policies against the national Campaign Zero's "8 Can't
49 Wait" campaign to end police violence, and to commit to President
50 Barack Obama's four part "Mayor's Pledge", which includes: reviewing
51 the City's police use of force policies; engaging the Kirkland community
52 by including a diverse range of input, experiences, and stories in the
53 review; reporting the findings of the review to the community and
54 seeking feedback; and reforming the City's police use of force policies;

55
56 WHEREAS, this resolution incorporates elements of the "8 Can't
57 Wait" and "Mayor's Pledge" initiatives and is also intended to create a
58 path to progress on the goals of community stakeholders seeking
59 change;

60
61 NOW, THEREFORE, be it resolved by the City Council of the City
62 of Kirkland as follows:

63
64 Section 1. The City Manager is hereby directed to develop
65 Transparency strategies to allow the community and the Council to
66 understand how the City as an organization is performing. These
67 strategies shall include but are not limited to:

- 68 a. Developing a police "use of force" public dashboard;
69 b. Evaluating enhancements to the existing police dashboard
70 that help guard against bias in police action;
71 c. Developing a School Resource Officer public dashboard;
72 d. Developing a Human Resources public dashboard;
73 e. Developing a Human Services public dashboard; and
74 f. Other strategies identified by the community and the
75 Council.

76
77 Section 2. The City Manager is further directed to develop
78 Accountability strategies to allow the community and the Council to
79 understand the City's current police use of force policies and identify
80 possible changes to such policies. These strategies shall include but are
81 not limited to:

- 82 a. "8 Can't Wait" police use of force policy review;
83 b. Contracting for third party policy use of force review and use
84 of force data evaluation and analysis;
85 c. Structured Council use of force policy and data deliberations;
86 d. Evaluating options for independent civilian oversight of
87 police use of force.
88 e. Developing a police body camera pilot program; and
89 f. Review of national best practices for alternatives to police for

90 serving those experiencing homelessness, behavioral health
91 issues, drug addiction and other community challenges.
92

93 Section 3. The City Manager is further directed to develop
94 further Accountability strategies to allow the community and the Council
95 to understand and identify possible changes to other City organizational
96 structures, programs, and policies. These strategies shall include but
97 are not limited to:

- 98 a. Evaluating implementation of a community court to reduce
99 disproportional impacts on traditionally marginalized
100 populations;
- 101 b. Contracting for a comprehensive City organizational equity
102 assessment to identify gaps in diversity, equity and inclusion
103 in all areas of City policy, practice and procedure, and to
104 identify proposed actions steps to address these gaps;
- 105 c. Conducting a comprehensive review of City procurement and
106 contracting processes and documents to eliminate barriers
107 for disadvantaged businesses enterprises to compete for City
108 projects;
- 109 d. Evaluating whether public art, public symbols, special events
110 and City programming in Kirkland are welcoming to all
111 community members;
- 112 e. Expanding the diversity of public art, symbols, events and
113 programming to be more inclusive; and
- 114 f. Other strategies identified by the community and the
115 Council.
116

117 Section 4. The City Manager is further directed to develop
118 Community Engagement strategies to facilitate citywide conversations
119 about structural racism and policy and program solutions. These
120 strategies shall include but are not limited to:

- 121 a. Community engagement process centered around Black
122 people;
- 123 b. Targeted additional stakeholder engagement including
124 Indigenous people and people of color, with a focus on
125 including intersectional voices;
- 126 c. Town Halls, virtual meetings and small group discussion;
- 127 d. Surveys, mailers and social media campaigns;
- 128 e. Council retreat and public hearings; and
- 129 f. Other strategies identified by the community and the
130 Council.
131

132 Section 5. The City Manager is further directed to develop
133 Funding strategies to implement the entire framework set forth in this
134 resolution. These strategies shall include but are not limited to:

- 135 a. Funding an outside review of police use of force;
- 136 b. Funding a body camera pilot project;
- 137 c. Funding community engagement strategies;
- 138 d. Reserving additional funding to implement ideas from
139 community engagement, a national best practices review,
140 and the equity assessment; and
- 141 e. Meeting other funding needs identified by the community

142 and the Council.

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Section 6. The City Manager is hereby directed to return to the Council by August 4, 2020 with funding recommendations for Council authorization to implement the elements of the framework resolution.

Passed by majority vote of the Kirkland City Council in open meeting this 4 day of August, 2020.

Signed in authentication thereof this 4 day of August, 2020.



Penny Sweet, Mayor

Attest:



Kathi Anderson, City Clerk



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

MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Leslie R. Miller, Human Services Supervisor

Date: January 21, 2021

Subject: 2021 HUMAN SERVICES FUNDING OPPORTUNITIES

RECOMMENDATION

That the Human Services Commission receive a presentation providing an overview of the funding that will be available to support Kirkland residents and the agencies that serve them in 2021. Staff would then like to hear from Commissioners regarding what information they would like to know as they assist staff with creating priority areas.

BACKGROUND DISCUSSION

Federal, state and city governments are responding to the hardships created by the COVID-19 pandemic with the dedication of funds to address them. City staff is working with neighboring cities to create a survey for human services to find out what the needs are of those agencies and the clients they serve. City staff would like commissioners to review a draft survey questions and share what information would be helpful for them to make funding recommendations to the City Council.