



AGENDA

Human Services Commission

6:30 PM - Wednesday, November 14, 2018
 City Hall Council Chambers, Sammamish, WA

Page		Estimated Time
	CALL TO ORDER	6:30 pm
	ROLL CALL	
	PLEDGE OF ALLEGIANCE	
	APPROVAL OF AGENDA	
	APPROVAL OF THE MINUTES	
3 - 4	1. October 10, 2018 Regular Meeting View Minutes	
	PUBLIC COMMENT	6:35 pm
	<i>3 minutes per person / 5 minutes if representing an organization</i>	
	OLD BUSINESS	6:45 pm
5 - 51	1. Chair Update on Human Services Grant Process 2. Human Services Strategic Plan View Draft Human Services Strategic Plan View PowerPoint	
	NEW BUSINESS	
	NEXT MEETING AGENDA TOPICS	
	1. Human Services Strategic Plan	
	ADJOURNMENT	8:30 pm
	(NON-AGENDA) LONG TERM CALENDAR	

1. [View Calendar](#)

Note: This is an opportunity for the public to address the Human Services Commission. Three (3) minutes are granted per person, or five (5) minutes if representing the official position of a recognized community organization.

If you are submitting written material, please supply 8 copies (7 for Human Services Commission; 1 for the record). If you would like to show a video or PowerPoint, it must be submitted or emailed by 5pm the day of the meeting to Janie Jackson at jjackson@sammamish.us.

THE COMMISSION MAY ADD OR TAKE ACTIONS ON ITEMS NOT LISTED ON THIS AGENDA.

Human Services Commission meetings are wheelchair accessible. American Sign Language (ASL) interpretation is available upon request.

Please phone (425) 295-0500 at least 48 hours in advance. Assisted Listening Devices are also available upon request.

Draft



MINUTES

Human Services Commission

6:30 PM - October 10, 2018

City Hall Council Chambers, Sammamish, WA

Commissioners Present:

Chair Tom Ehlers, Human Services Commissioner, Position 6
Vice Chair Larry Wright, Human Services Commissioner, Position 4
Nushina Mir, Human Services Commissioner, Position 2
Stanley Gunno, Human Services Commissioner, Position 3
CJ Kahler, Human Services Commissioner, Position 5
Joyce Bottenberg, Human Services Commissioner, Position 7

Commissioners Absent:

Jodi Nishioka, Human Services Commissioner, Position 1

Staff Present:

Community Services Coordinator Rita Badh
Management Analyst Mike Sugg
Executive Assistant Janie Jackson

CALL TO ORDER

6:31 p.m.

ROLL CALL

Roll was called.

PLEDGE OF ALLEGIANCE

Stan Gunno led the pledge.

APPROVAL OF AGENDA

MOTION: Joyce Bottenberg moved to approve the agenda with the addition of a discussion of the email sent by Jim Wagele in New Business CJ Kahler seconded. Motion carried unanimously 6-0 with Jodi Nishioka absent.

APPROVAL OF THE MINUTES

September 12, 2018 Regular Meeting

MOTION: Vice Chair Larry Wright moved to approve the minutes as corrected. CJ Kahler seconded. Motion carried unanimously 6-0 with Jodi Nishioka absent.

Draft

PUBLIC COMMENT

No public comment was made.

OLD BUSINESS

Human Services Strategic Plan Kickoff with BERK Consulting

Erika Rhett of BERK Consulting provided some draft ideas for the Human Services Strategic Plan. She spoke about the background of the plan, the plan's goals and objectives, recommendations in each of the five priority areas, as well as the implementation plan that is underway. Commissioners provided feedback on the draft.

Erika will summarize Commissioner feedback and provide a report at the next meeting. Commissioners requested this information in advance of the next meeting.

**MOTION: CJ Kahler moved to moved to extend the meeting by 20 minutes.
Stanley Gunno seconded. Motion carried unanimously 6-0 with Jodi Nishioka absent.**

NEW BUSINESS

Email to the Human Services Commission from Jim Wagele

Commissioners discussed Mr. Wagele's [email](#) about transportation challenges in Sammamish.

NEXT MEETING AGENDA TOPICS

Human Services Strategic Plan

ADJOURNMENT

MOTION: Stanley Gunno moved to adjourn at 8:50 p.m. CJ Kahler seconded. Motion carried unanimously 6-0 with Jodi Nishioka absent.

City of Sammamish Human Services Strategic Plan

DRAFT | October 2018

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Introduction

The *City of Sammamish Health and Human Services Needs Assessment*, adopted in 2018, laid the groundwork for the Human Services Strategic Plan. The Needs Assessment identified community needs and generated ideas for actions the City can take to support those needs. It included a Community Profile describing the current well-being of Sammamish residents, identified five priority areas for the City to focus on, and recommended potential actions the City can take to leverage, fund, partner, advocate, and provide direct services in each area.

Development of the Strategic Plan picked up where the Needs Assessment left off by proposing a staffing model, work program, and options for funding. The purpose of the Strategic Plan is to explore how the City can better support the provision of human services in the community in the next two to five years. The Strategic Plan is guided by the idea that the City can maximize its investment in human services for the community with modest changes in staffing, work programs, and funding. Given this focus, it does not include all the possible roles and actions the City could take in regard to human services. Instead it examines realistic ways the City can begin to maximize its investment in human services in the short term. These actions are designed to establish a foundation for long-term improvements in the provision of human services. Long term success relies on the periodic reassessment of human services needs and adjustment of the strategy. Long term investment should also include the establishment of a vision and mission for the City’s human services efforts.

This document is organized to focus on the steps the City can take to support the provision of human services in the community. It starts with a five-point framework for taking action on the priority areas identified in the Needs Assessment. The framework covers the basics: city roles, staffing, focus areas, work program, and funding. Next the report dives into the five priority areas and looks at the goals, recommended actions, and metrics that could be used to effectively support each area. Finally, it describes how the strategy was developed. Appendices include a review of how human services are provided on the Eastside and a copy of the Needs Assessment Document.

PRIORITY AREAS FROM THE COMMUNITY NEEDS ASSESSMENT

- **Mental Wellness** – ensuring sound behavioral health and reduction in substance abuse for both adults and youth.
- **Basic Needs** – helping local residents reduce insecurity around access to housing, medical care, and food.
- **Cultural Inclusion** – embracing an identity as a welcoming community that meets the needs of the whole population.
- **Active Seniors** – providing a good quality of life for aging residents.
- **Domestic Violence** – connecting people in crisis with safe alternatives.

Transportation and Housing were also identified as regional advocacy issues that have significant impact on health and human service needs in Sammamish.

Human Services Strategy

The City of Sammamish has the opportunity to positively affect the lives of the people in its community by building on its existing role in Human Services. Currently, the City provides direct financial support to social service agencies through its Human Services Grant Program. Review of the grant program is within the purview of the newly created Human Services Commission. Direct staffing support comes from the Community Services Coordinator as well as crisis response by police and fire (both agencies provide contracted services to the City). Various City departments also provide indirect support for human services through functions such as land use planning, transportation planning, and parks and recreation.

The City can improve the effectiveness of its support for human services by establishing a framework that builds on existing functions to ensure a more responsive and adequately-resourced strategy over time. Initial steps to establish such a framework include:

- clarifying **roles** in supporting human services in the community;
- identifying a preferred **staffing model**;
- designating an initial **area of focus** for City efforts;
- developing a **work program** for the Human Services Commission and staff; and
- identifying **funding** alternatives that work for the City.

Each of these steps is reviewed in more detail in the sections below.

ROLES IN HUMAN SERVICES

The Needs Assessment identified several roles the City could take to support human services, but there are four recommend roles that Sammamish is poised to assume at this time. In each of the roles, the City takes a leadership role in cooperating and coordinating with human service agencies and providers. This both supports the human services work being done in the community and provides an opportunity to extend the reach and effectiveness of the money provided through the grant program. Depending on the choices that the City makes in terms of staffing, area of focus, or work program, Sammamish may take on any or all of these roles in the next two to five years.

The four recommended roles are shown below, with role objectives shown in the text that follows.



Administrator

In the role of administrator, the goal of the City is to make a positive community impact by applying the Human Services Strategy internally. It would support the community and its human services partners through the following objectives:

- **Focus on five priority needs.** Align City policies, programs, and budget decisions with the five priority needs identified in the *Health and Human Services Needs Assessment*. Additional details are shown in the recommendations by priority area, below.
- **Maintain a volunteer bank.** Expand volunteer coordination services to provide a one stop resource for non-profits that need volunteers as well as for youth, seniors, and adults looking to volunteer.
- **Measure progress.** Track key metrics over time to provide data and examine community progress on the five priority needs. Non-profits value the information generated by the *Healthy and Human Services Needs Assessment*. It helps them plan their programs and provides data that can be used in grant applications. It is also valuable to the City in helping to monitor the success of its grant program and measure the success of its strategies.
- **Budget for Human Services.** Identify reliable sources to fund the City’s work in human services and establish a dedicated fund to continue this work. Consider funding the budget at a level that would increase the per capita expenditure for human services. This would provide consistency in support for the grant program and for city staff with human services and related roles.

Facilitator

As a facilitator, the City can support the unique needs of the agencies and service providers that work within the five priority needs in Sammamish. It can do so by meeting the following objectives:

- **Convene partners.** Pull together agencies and non-profits in each of the priority areas to coordinate roles and responsibilities to address key community resources. The City would not be directing other organization’s work programs but facilitating the exchange of information, identifying areas of collaboration, and looking for synergy in mission and action.
- **Reprioritize funding.** Use the Human Services Commission to restructure the grant program around the Human Services Strategy. Consider prioritizing non-profit partners working directly on strategies in this plan for grant funding or for larger grant amounts.
- **Help service agencies find space in the community.** Non-profits and other service agencies need access to affordable, low cost space in Sammamish to better do their work. Space is needed to provide services, for administrative functions, for classes and meetings, and for community gathering. The City can assist by offering City facilities, helping to coordinate agreements with schools or churches, and through regulatory incentives.

Communicator

The City already has several channels of communication that it uses to reach and engage the community. The goal of the Communicator role for human services is to use those channels to improve awareness of needs and services for the five priority areas. Partnerships within this role can be mutually beneficial. Partners can utilize the City’s communication channels and outreach capacity to reach the people who can most benefit from their services. This is possible with the following objectives:

- **Jointly sponsor events and activities.** Service agencies need access to potential clients and the community benefits from seeing how an investment in human services is an investment in the health and vitality of the whole community. City support in advertising, organizing, or providing a venue for health fairs, welcoming events, community conversations, resource fairs, cultural events, and more can help communicate that Sammamish is a caring community and connect people to needed resources.
- **Participate in awareness campaigns.** Awareness campaigns are another important communication tool where the City could partner with service agencies and non-profits. Awareness of resources helps those in need connect with sources of support. Educating people can help them connect to resources before a situation becomes a crisis. Awareness also improves community understanding about issues and needs that can be invisible or silent such as mental wellness, cultural inclusivity, or domestic violence.
- **Provide training.** City staff, elected officials, and appointed officials all serve the public. One time and on-going training programs related to the five priority needs, such as equity training, will help the City provide better public service and should increase awareness of community needs and resources to help.

Advocate

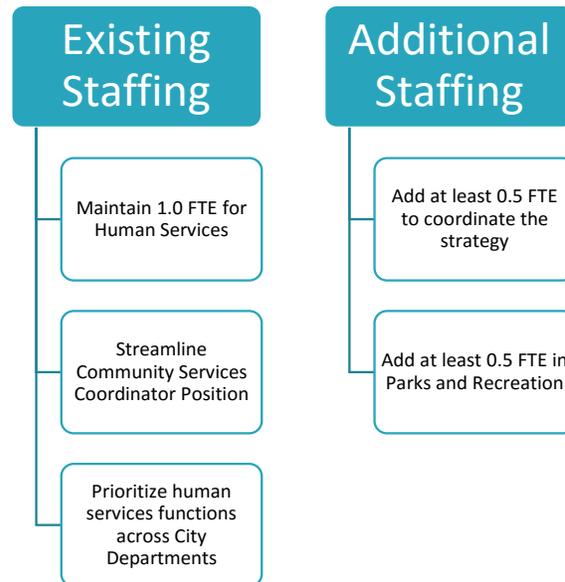
As an advocate, the City’s goal is to provide local and regional support for issues that affect the provision of human services. The City already acts as an advocate in several areas, some of which are applicable to human services, such as affordable housing or transportation. However, the City

can improve its advocacy for human services by better coordinating its advocacy efforts and explicitly pursuing them from a human services perspective. Advocacy can help bring resources into the community and can help build coalitions to solve regional issues. The City can expand its role as an advocate by meeting the following objectives:

- **Add policy support in the Comprehensive Plan.** Consider adding a Human Services element that would include support for all five priority areas or adding goals and policies throughout the Comprehensive Plan to support ideas such as cultural inclusivity, aging in place, transportation alternatives for those without vehicles, and affordable housing for emergency, temporary, and permanent needs.
- **Address human services in regional transportation work.** Transportation is a regional issue but is also very important to the community. To support human services, transportation advocacy should include: alternatives to personal vehicles; shuttle support for seniors, youth, or other vulnerable populations; and enhanced public transit options.
- **Address human services in regional housing advocacy.** Housing is another regional issue that is difficult to address by Sammamish alone. To support human services, housing advocacy should include: county, state, and federal funding options for affordable housing; regional cooperation on emergency and transitional housing; and the provision of case management and other services to go with housing of vulnerable or transitional populations.
- **Participate in sub-regional advocacy groups.** The City already participates in a variety of groups that collaborate on human services issues on the Eastside. These groups include: the Eastside Human Services Forum, the Alliance of Eastside Agencies, the North East Funders Collaborative, and the Eastside Homelessness Advisory Council. Continued participation in groups that focus on the Eastside will help Sammamish residents benefit from stronger and more coordinated provision of services that are nearby.

STAFFING MODEL

The City provides both direct and indirect staffing support for human services. Clarifying and formalizing staffing assignments will help the City best make use of its resources. The ability to make progress on the five priority needs is affected by the amount of time and resources that the City can put into the strategy. Additional staffing should help the City to make greater progress. However, since the decision to add staffing or FTEs (full time equivalent, or, one full time job) rests with the City Council and the budgeting process, two models are presented for consideration: a model that works with existing staffing and a model that adds an additional FTE.



Reprioritize Existing Staffing

Currently the City has a lean workforce with only a .75 FTE Community Services Coordinator position working directly on issues related to human services. However, other positions both directly and indirectly touch on human services. An administrative assistant provides some limited support and a Management Analyst devotes about 10% of their time to human services (including the development of this strategy).

Indirectly, some of the long-range planning and Comprehensive Plan work touches on issues with human services ties, such as affordable housing, as well as work on transportation in Public Works, and work on community programs and events in Parks and Recreation. Contracted work with Police and Fire provides some direct intervention and emergency services for people in crisis.

Working with the existing staffing of the City will require a greater emphasis to be placed on human services within work programs of staff in departments across the City. This means some shifting of work program priorities to accommodate human services work and identifying current work program items that have a lower priority. Using existing staffing in a variety of departments to do some of the work will require a conscious adjustment of work priorities. In most cases, something will need to be dropped from a work program in order to shift the focus on human services. This will require specific direction from Council and director buy-in and support. This strategy could be applied through the following steps:

- Ensure a minimum of 1.0 FTE is devoted specifically to the overall responsibilities of the Human Services program. Currently there is a .75 FTE Community Services Coordinator in this role and there may be a .25 FTE Administrative Assistant beginning in 2019. This minimum level of staffing should be maintained.
- Streamline the role of the Community Services Coordinator. Currently this position fills a variety of roles and is not well defined. Outreach should be the primary function of this

position including community engagement and connecting with service providers. This may include visiting and monitoring grant recipients. Second to the outreach function is participation in regional and local human services coordination efforts including attending the Eastside Human Services Committee, the Sammamish Healthy Community Coalition, and the Human Services Commission. It would be appropriate for the Community Service Coordinator to work with the chair of the Human Services Commission to set the agenda. Administrative functions such as budgeting, grant accounting, and meeting support for committees and commissions should be handled by the Administrative Assistant.

- Designate a portion of an FTE within appropriate departments to concentrate efforts in an area of focus (see below). For example, if Cultural Inclusion was selected as an area of emphasis, a .25 FTE in Administration might work on cultural awareness training and making City facilities more welcoming to people of different cultures or who speak languages other than English. A .50 FTE in Parks and Recreation may work with community partners to develop special events or recreational programming.

Additional Staffing

By adding an additional FTE, the City will be able to better coordinate the implementation of the Human Services Strategy. This additional staffing will also result in few work program trade-offs where existing work program items must be delayed or dropped to accommodate a human services focus. In this staffing model, the first three recommendations from above would still apply: ensure a minimum 1.0 FTE for the Human Services program, streamline the Community Services Coordinator role, and use the process to determine areas of focus. In addition, the following are recommended:

- Add at least a .5 FTE to oversee implementation of the Human Services Strategy. The person serving this function would likely be a management analyst or other similar position that would not be embedded in a particular department. This position could support departments in areas where their work intersects with human services, for example, help Community Development prepare aging in place policies or other updates to the Comprehensive Plan that would support human services. This position could also administratively coordinate multi-departmental tasks or non-departmental tasks such as organizing regional advocacy, convening community partners, or leading efforts to help non-profits and agencies find low cost space in the community.
- Add at least a .5 FTE to Parks and Recreation. This would enable a dedicated position to plan events and programming that advanced the Human Services Strategy including mental wellness events, senior activities, or cultural events and celebrations.

VOLUNTEERS

Volunteers may add value to the City’s efforts to implement the Human Services Strategy. However, for volunteers to be effective, they must be recruited, trained, scheduled, managed, and supported. This is likely to require the efforts of at least one FTE in addition to the recommendation for additional staffing. For this reason, the integration of volunteers into the implementation of the strategy may be an appropriate future step unless the City dedicates additional funding and staffing specifically for this purpose.

AREA OF FOCUS

With five areas of priority and four roles the City can take to advance human services in the community, there are a myriad of options that can be pursued. These options are highlighted in the Priority Area Recommendations section. Realistically, the City does not have the funding or staffing in place to aggressively pursue all the options. Strategically, it must focus its efforts to begin achieving results.



There are various ways to focus the City’s efforts, but the most effective way would be to either pick one of the priority issues or one of the City roles and assign staffing and funding in pursuit of that selection. By picking one of the roles, for example the Communicator role, the City could focus efforts on the objectives of that role such as awareness campaigns or jointly sponsored events. This would likely allow the City to support human services work in each of the five priority areas. However, by selecting one of the five priority areas to focus on, the City could provide deep support in one particular area of concern. For example, if Mental Wellness was chosen, City resources could help convene and coordinate providers, sponsor a joint wellness event, improve access to resources through an awareness campaign, and support mental wellness education. This focused approach on Mental Wellness could result in increased use of available services, a decrease in crisis calls to emergency services, or positive changes in the mental health statistics for youths and adults. Other methods, such as rotating areas of focus or choosing multiple areas of focus should be calibrated to available staff and funding resources.

WORK PROGRAM

Once Sammamish has an understanding of its preliminary commitment to staffing and has selected

an area of focus, the City needs to establish a work program for staff and the Human Services Commission. The work program should consider the following items that are needed to establish and maintain the Human Services Strategy:

- Identify options to align the grant funding program with the five priority areas or with the chosen focus area. This would be a suitable task for Human Services Commission review and recommendation.
- Assist in the development of policies, strategies, and awareness campaigns that support the implementation of the Human Services Strategic Plan. Both the Commission and staff can have roles in implementation. The Human Services Commission can advise, study, review, and recommend actions related to the five priority areas. Staff may also study issues, convene meetings, plan programs and events, and conduct work programs based upon their current capacity and citywide priorities. The Administrator or staff person assigned to coordinate the Human Services Strategy should be responsible for directing staff resources.
- Develop a vision and mission to guide the City's human services program. Both staff and the Commission are stakeholders in this process, but the City Council decides upon the adoption of these statements.
- Assess staffing support for Human Services at each budget cycle. Is a dispersed staffing model working to accomplish the implementation actions of the strategy? Are additional FTEs or dedicated Human Services program staff needed? This is a decision of City Council with the support of staff.
- Update the Community Needs Assessment and review the Human Services Strategy every three to five years. This ensures that the City's efforts are responding to the appropriate community needs. Update of the Needs Assessment would be a staff work program, with review by the Human Services Commission.
- Maintain data to measure progress in the five priority areas. This can be used to measure progress, identify trends, and set community benchmarks. This is an administrative task, but results should be reported to the Human Services Commission.
- Establish a set budget or funding formula (such as dollars per capita) for the grant program specifically and the Human Services program generally. Review and recommendation of this funding formula could come from the Human Services Commission.
- Establish an annual joint meeting between the Council and the Human Services Commission to discuss City priorities for Human Services, work program, and the implementation of the strategy.

FUNDING OPTIONS

Funding for the Human Services program and the grant program currently come from the City's general fund. The general fund is an important source of funding that should be maintained. Increasing funding for human services could help to implement the strategy more effectively by providing additional staff support, supporting related capital expenditures (for example on meeting space or community gathering space), or providing additional funding to the grant

program. Sammamish funds its grant program at lower rates compared to other Eastside cities. The table below breaks down grant expenditures per capita and as a percentage of total general funds budgeted. *{Note: if 2019 budget information becomes available before this strategy goes to Council this chart can be updated.}*

City	2018 Grant Funding	2018 Population	Per Capita Grant Funding	2018 General Fund Biennial Budget	Grant Funds as % of General Fund
Bellevue	\$3,543,990	142,400	\$24.89	\$428,681,000	0.83%
Redmond	\$1,115,012	64,050	\$17.41	\$181,442,293	0.61%
Kirkland	\$903,762	87,240	\$10.36	\$215,882,713	0.42%
Issaquah	\$371,500	37,110	\$10.01	\$101,041,024	0.37%
Sammamish	\$249,670	63,470	\$3.93	\$89,733,129	0.28%

Source: BERK Consulting, 2018; Local Government: Financial Reporting System, 2018; 2018 budget documents of Bellevue, Redmond, Kirkland, Issaquah, and Sammamish.

Without increases in revenue, increasing funding for human services would likely take away funds from other City initiatives and programs. The list below highlights a variety of options for gathering additional revenues and financial support that could be used to advance the Human Services Strategy. Not all of these funding resources may be available or practical for the City to use at all times. The applicability of these resources should be reviewed as part of the human services work program.

- **Health and Wellness Levy.** The City could use its taxing authority to collect funds to support community health and wellness. Funds could be used to support services or capital investments. Human services support could also be folded into a larger package of community improvements such as parks and recreation. A levy is a voter approved taxing mechanism and would likely involve a robust campaign to educate the community about its purpose and benefits.
- **Non-profit Foundation.** Although the City has taxation authority it is limited in its ability to fundraise. Non-profits are less restricted than government in how they fundraise and spend money. Special purpose governments such as school districts often use this approach. That flexibility could be leveraged by creating a non-profit community foundation that could partner with the City on implementation of the Human Services Strategy. The charter for the non-profit could specifically relate to the five priority areas and the board could be set up to require City representation, if desired. A non-profit could also assist in soliciting and collecting donations from the community and corporations.
- **Grants.** There are federal, state, and county programs that provide grants or other funding support for health and human services. They can be found on the websites of the federal Department of Health and Human Services, Washington State Department of Health, and King County Public Health. Many of these funds go to health departments or service providers. However, the City may be eligible for some grant funds through the development of specific initiatives in the five priority areas. For example, the Preventative Health Block

Grant supports projects related to disease prevention (including adolescent health and substance use), translation of health education materials, and culturally relevant outreach. Grant programs also fund more general human services supports, such as transportation alternatives or affordable housing. Working with community partners, including other Eastside communities where applicable, would help in pursuit of and in implementing grant funding.

- **Corporate Sponsors and Community Partnerships.** Corporations, major employers, and community institutions located on the Eastside may provide sponsorship for capital facilities, events, or campaigns. They may be willing to provide space or in-kind support for one-time or on-going programs, projects, and events. Potential corporate sponsors or community partnerships could involve: Microsoft, Costco, Central Washington University, Bellevue College, Swedish Hospital, or local religious institutions.
- **Regulations.** Although an unlikely source of major support for human services, the City can use some of its regulatory power to generate funds or space. The City already has land use regulations that generate some funds for affordable housing. A comprehensive look at those and a greater inclusionary requirement for affordable housing provision could generate additional affordable housing in Sammamish. In addition, regulatory incentives that offer a developer something desired (such as extra density, building height, etc.) in exchange for providing a public good (such as affordable housing or community gathering space) could also have positive results. Regulatory changes of this nature should be calibrated to the market to ensure their effectiveness.
- **Reassigning City Resources.** Where the City has underused resources, particularly in the form of space or capital facilities, they can be assigned to a human services purpose according to this strategy. In cases where facilities are leased or sold, the City could include provisions to support the human services strategy in the lease, sales, or development agreements. Such provisions could include setting aside space for non-profits or creating community gathering space. The City may also consider the reassignment of CDBG funds.

Priority Area Recommendations

On the pages that follow are recommendations for City action in each of the priority areas. Each of the five priority areas represents a full work program based on recommended levels of staffing. As noted in the Focus Areas subsection, it is recommended that the City begin implementing the Strategy by narrowing its focus to a single priority area, or potentially to a single role (Facilitator, Administrator, Communicator, or Advocate) to most effectively produce results. Each priority area contains a goal, a list of recommended actions arranged by role, and example measurements of progress. This information was developed through outreach to service providers, a workshop with staff, and the input of the Human Services Commission. The lists of recommended actions are not exhaustive but are intended to help direct City efforts over the next two to five years. It should not exclude the development of other possible actions that could also implement the goals in the priority areas.

MENTAL WELLNESS

Goals

The City’s overall goal in the mental wellness area is to foster healthy families, students, seniors, and communities. A parallel goal is to reduce the stigma for mental health in the community. Since mental health stigma can be a barrier to individuals seeking support, these two are related goals the City can pursue together. In pursuit of mental wellness the specific needs of youth, adults, seniors, and immigrant communities should be considered.

Progress Measurement

Measuring progress in these areas can start with the Healthy Youth Survey, which is published every year and includes data on mental wellness. King County maintains data on community health indicators, including mental and behavioral health, that is updated every few years. To measure stigma, it would be helpful to track perceptions in the community. A survey could ask questions such as: How likely would you be to call a mental health provider? What barriers would stop you from doing so?

Community Partners

The following partners are either working in Mental Wellness in Sammamish or expressed interest in supporting the City’s work in this area. The list is not exclusive.

- Evergreen Health
- NAMI Eastside
- Swedish
- Crosspath Counseling
- Youth Eastside Services
- School districts
- YMCA

Recommended Actions

The following actions will help Sammamish meet its mental wellness goals:

<p>Facilitator</p> <ul style="list-style-type: none"> ▪ Convene an introductory meeting where providers could meet one another, establish priorities for collective action to improve community mental wellness, and help make sure that they are not doubling up on work. ▪ Provide meeting space for regular mental wellness resources. A key aspect is to set aside space weekly and at the same time so community members know when they can access the resources. The space can help to foster belonging, which supports mental wellness. ▪ Partner with mental wellness organizations through joint events.
<p>Communicator</p> <ul style="list-style-type: none"> ▪ Improve awareness of what the providers are already providing, and make sure that resources are known in the community. ▪ Provide literature, presentation, and information on mental wellness. ▪ Use the City’s platform to publicize these resources and to reduce barriers to access.

BASIC NEEDS

Goals

The City's goals in basic needs are to increase access to food, shelter, medical care, and transportation throughout the community. The City's role is to make sure everyone has access to these basic needs and to respond to emergencies in these areas.

Progress Measurement

Some jurisdictions set aside a percent per capita of dedicated spending on Health and Human Services. A potential way to measure progress would be to track the number of people served by Basic Needs programs.

Priority Actions

The following actions will help Sammamish meet its goals for basic needs:

Community Partners

The following partners are either working in providing Basic Needs in Sammamish or expressed interest in supporting the City's work in this area. The list is not exclusive.

- Evergreen Health
- Imagine Housing
- Swedish
- Issaquah Food and Clothing Bank
- Issaquah Community Services
- Hopelink
- St. Vincent de Paul

<p>Administrator</p> <ul style="list-style-type: none"> ▪ Support basic needs through funding and measuring progress.
<p>Facilitator</p> <ul style="list-style-type: none"> ▪ Provide a warehouse-like space for the food bank.
<p>Advocate</p> <ul style="list-style-type: none"> ▪ Advocate for affordable housing and Section 8 Housing. ▪ Advocate for increased regional transportation services.

CULTURAL INCLUSION

Goals

The City’s goals are to ensure that all members of the community feel accepted and welcome in Sammamish. Part of this objective means fostering awareness, acceptance, and understanding to build a more inclusive community.

Progress Measurement

Progress is difficult to measure in this area, but some intermediate measures could be the availability of signs and informational materials in different languages, availability of interpreter services, and availability of community space. Long term progress could be demonstrated by broader and more diverse representation of residents in civic events and as members of City boards and commissions.

Community Partners

These partners expressed that they are willing to attend events, provide input, or join community work groups. The list is not exclusive.

- India Association of Western Washington
- Chinese Information and Services Center
- Issaquah and Lake Washington School Districts

Priority Actions

The following actions will help Sammamish meet its cultural inclusion goals:

<p>Administrator</p> <ul style="list-style-type: none"> ▪ Prioritize cultural inclusion and provide staff and budget for these efforts particularly for departments and programs working in facilitator and communicator roles.
<p>Facilitator</p> <ul style="list-style-type: none"> ▪ Provide a public space to meet, where people can meet regularly, as cultural organizations and as central gathering places for diverse groups. Being together fosters cultural inclusion. ▪ Offer community conversations where different communities come together to talk about the community’s needs or simply to spend time together fostering cross-cultural relationships. ▪ Provide interpreter services that would help residents to navigate public transportation and resources. ▪ Provide on-going equity training for staff, elected officials, and appointed officials.
<p>Communicator</p> <ul style="list-style-type: none"> ▪ Provide more signage in multiple languages in public spaces, such as local parks and City Hall. ▪ Celebrate cultural holidays as official events, which would both include broader communities in City events and develop awareness of diverse traditions. ▪ Actively participating in Welcoming Week, a national and local movement that sponsors a series of events and activities that bring together immigrants and native-born Americans to build community connections and improve inclusivity.

ACTIVE SENIORS

Goals

The City’s goals are to provide a good quality of life for aging Sammamish residents, in particular isolated seniors, while helping them to feel part of the community and ensuring that they have places to meet and connect.

Progress Measurement

Quality of life is difficult to measure, but some progress could be measured with availability of space, program registration, mobility options, and low cost or no cost access to space.

Priority Actions

The following actions will help Sammamish meet its goals for active seniors:

Community Partners

The following partners are either working with Active Seniors in Sammamish or expressed interest in supporting the City’s work in this area. The list is not exclusive.

- Eastside Friends of Seniors
- YMCA
- Chinese Information and Services Center
- India Association of Western Washington
- Sound Generations
- Elder and Adult Day Services

Administrator

- Maintain a citywide time bank or volunteer bank. There is high interest in volunteering, but volunteers do not always know where to help. A volunteer bank would connect volunteers with those who would benefit from their time. Volunteers who spend time with seniors could make a valuable impact on seniors’ lives.
- Consider if there is need and demand for a Senior Center or whether the City wants to invest in senior programming. If the City decides to prioritize space, then pursue that route; if the City decides to focus on programming, then increase awareness of existing programs.

Facilitator

- Organize a senior health fair or a “Make Sammamish Healthy Day,” where providers such as Swedish and Evergreen could bring resources to one central location. People sometimes may not reach out when they need resources, and the City could instead bring information to the people.
- Identify underutilized space in the community that could be used for senior programming and activities. Underutilized spaces to consider may include facilities for youth that are vacant during school hours or facilities used by religious communities that may have space available midweek.
- Provide a HealthCare navigator to help seniors better understand their healthcare options. The navigator should be housed in an easily accessible community location such as the YMCA, city hall, or the library.

Advocate

- Advocate for increased regional transportation services, which will help seniors to move around, attend community events, and access resources.

DOMESTIC VIOLENCE

Goals

Domestic violence can occur in gay or straight relationships and can occur to both men and women. In all situations there can be a stigma in reporting domestic violence. The City’s long-term goal is to reduce domestic violence in the community. A more immediate goal is to increase reporting of domestic violence, improve awareness of services and access to services, and to provide better training to respond to domestic violence.

Progress Measurement

Measuring progress in domestic violence is difficult. There is difficulty in separating higher numbers of emergency calls from higher incidences, but the goal would be to increase the share of incidences that are being reported.

Community Partners

The City can partner with these community providers, who are already working with victims of domestic violence, providing trainings, and investing in awareness of and access to resources. The list is not exclusive.

- Lifewire
- Youth Eastside Services
- King County Sexual Assault Resource Center
- Crisis Clinic

Priority Actions

The following actions will help Sammamish meet its goals for addressing domestic violence:

<p>Facilitator</p> <ul style="list-style-type: none"> ▪ Provide non-profits and service groups that help families experiencing domestic violence with free bus tickets, free tickets to community events, and similar assistance to access community resources.
<p>Communicator</p> <ul style="list-style-type: none"> ▪ Promote domestic violence resources by placing information in newspapers, bathrooms, and other easily accessible sources. These are low-cost options. ▪ Support outreach and materials that are inclusive of men or sexual minorities who may be experience domestic violence in their relationships.
<p>Advocate</p> <ul style="list-style-type: none"> ▪ Provide bystander training related to domestic violence. Evergreen Health is willing to hold seminars in schools or city events, emphasizing the importance of start early with kids to teach them what’s acceptable and not. Lifewire is willing to hold a training with the police and fire department, preferring a longer-term engagement. ▪ Participate in regional advocacy that supports services for those affected by domestic violence. Domestic violence requires a regional support system as survivors often need to be geographically separated from their abuser to stay safe. Regional advocacy works to create safe, resource-rich places for families go in every community.

Development of the Strategy

Outreach to service providers guided the development of this Strategic Plan by providing information on the opportunities and constraints of potential community partners. The consultant team also reached out to other local jurisdictions to learn about their Human Services programs. Finally, staff provided valuable insights into staffing, work programs, and City capacity.

Service providers and potential partners were interviewed to gauge their capacity, interest, constraints, and timing considerations for pursuing the recommended actions from the Needs Assessment. Most of the providers participated in the development of the Needs Assessment and were eager to find areas where joint efforts could increase the positive impact of their programs and services on the community. Interviews were conducted with the following agencies and service providers representing all five priority areas of the Needs Assessment:

- Chinese Information and Services Center
- Crosspath Counseling
- Eastside Friends of Seniors
- Evergreen Health
- Imagine Housing
- India Association of Western Washington
- Issaquah Food and Clothing Bank
- Issaquah School District
- Lake Washington School District
- Lifewire
- National Alliance for the Mentally Ill (NAMI) Eastside
- Swedish Hospital
- YMCA

Interviews with peer jurisdictions included discussions with staff that manage or coordinate human services programs in the cities of Issaquah, Mercer Island, and Redmond. Discussion focused on the nuts and bolts of how other cities staff, fund, and govern their Health and Human Service efforts. Each city approaches human services differently and talking with these cities provided different models of how jurisdictions approach human services. Additional information about these models is included below.

BERK also met with an interdepartmental team of staff to discuss how potential human services strategies fit within their existing work programs, staffing, and capacity. When BERK spoke with an interdepartmental team of City staff, the team understood the need for the City to take a clearer role in supporting the provision of human services in Sammamish. Specific functions within

each department¹ that could support the human services strategy include:

- **City Manager's Office.** Establish training programs that could better help staff and elected and appointed officials understand human service needs. This should include on-going and one-time trainings on topics such as equity training for all or domestic violence bystander training for public-facing positions. Focus the work of the Community Services Coordinator to maximize efforts.
- **Community Development.** Develop explicit policy support for human services-related issues in the Comprehensive Plan for topics such as affordable housing, emergency shelters, aging in place, transportation alternatives, and the provision of community gathering space. Develop regulatory incentives to support human services needs such as non-profit space, affordable housing, or community gathering space.
- **Finance.** Help with budgeting for human services staff and for the grant program.
- **Parks and Recreation.** Develop programs and events to advance the five priority needs, particularly those related to seniors, cultural inclusion, and mental wellness. Expand upon the volunteer bank. Identify City-owned and community spaces that are suitable for use by community service providers.
- **Public Works.** Address human services needs in transportation for issues such as senior transportation, local shuttle services, last mile transportation, and culturally appropriate way finding.

At the current time, City staff have a full work program. The Community Services Coordinator does some work across all these areas but is limited by time. For the most part, the work program for other staff does not specifically include the work above. However, staff is generally willing to take on such work if it was identified as a priority in their work programs. Staff also felt that taking on such work would benefit the City as a whole because it would improve cross-department collaboration, potentially provide training resources in key topics, such as equity, and improve service to the public.

This strategy was also developed with the input of the Human Services Commission, who reviewed the strategy as it was developed over a series of meetings. While the predecessor to the Commission, the Health and Human Services Task Force, was deeply involved in the selection of the five priority needs and the development of implementation ideas as part of the Needs Assessment, the Commission provided different input into the development of this strategy. The Human Services Commission's role in the Strategy was to act as a sounding board for direction and the content within the strategy and to ensure that it is in alignment with the Needs Assessment. The Commission also provided direct input as to their desired role and work program. [Add

¹ Note that Police and Fire are contracted services that develop their own staff work programs and procedures. The City can negotiate some aspects of this, but it is primarily the responsibility of the King County Sheriff and Eastside Fire and Rescue.

additional information here about the process with the Commission

Appendix A - How Human Services are Provided on the Eastside

SAMMAMISH

Sammamish is not a direct provider of human services. This means the City supports human services indirectly through policies that direct decision-making on land use, transportation, housing, and parks and recreation. The City also employs a Community Services Coordinator who serves as a liaison to the community and the region and connects residents with local service providers. The City’s Fire and Police departments, which are both contracted, provide some direct services through crisis response and other indirect services, such as referral for issues such as domestic violence and substance abuse. Parks and recreation programs address some community needs for social connection.

One important role the City plays is to provide small grants that support agencies doing health and human services work that benefits local residents. In the 2017-2018 biennium, the City distributed nearly \$250,000 in grants. Selection of grant recipients is done by the Human Services Commission through a competitive grant process. Previously, the Health and Human Services Task Force selected grant recipients, and prior to that selections were made by staff. Although newly formed in 2018, the Human Services Commission has the capacity to take on additional policy work and make strategic recommendations.

The City of Sammamish also leads and participates in the Healthy Communities Coalition. The Healthy Communities Coalition was created by the Sammamish Police Department and is comprised of over 20 community organizations that come together bi-monthly to share information on key issues in the Sammamish community. Its goal is to promote a thriving community and increase communication between police, local government, businesses, health providers, social service providers, and non-profits.

OTHER JURISDICTIONS

We interviewed three peer cities - Issaquah, Mercer Island, and Redmond - to better understand how they staff, fund, and govern their health and human service efforts with a focus on what works, what does not, and how they manage staff time, measure success, and other lessons learned. Key takeaways from each jurisdiction are detailed below.

Issaquah

Approach to Human Services

Issaquah supports their community’s human services needs through 1.0 FTE housed in the Sustainability Department. The main functions of the Human Services program are to support the Human Services Commission, a mayor-appointed and council-approved commission; provide grant administration; coordinate with internal city departments; and manage external and regional

partnerships. Outside of the Sustainability Department, the city interacts with human services providers as a landlord to the Issaquah Food and Clothing Bank and AtWork!. The city also provides space for nonprofits at low or no cost in the Community Hall for services that benefit the community, such as meal programs.

As part of the 2014 comprehensive plan, the city adopted a Healthy Community Strategy Goal that helps focus the city’s efforts on health and wellbeing in the community. A subsequent Community Needs Assessment highlighted four areas of focus that the city then targets through grant funding allocations. In addition to baseline funding and funding targeted to areas of focus, last year the city set a minimum grant request of \$4,000 per program.

Lessons Learned & Advice

- Support region-wide efforts around results-based accountability frameworks for grantees.
- Consider rebranding human services as health and well-being and be more intentional about the communication around human services both internally, with elected officials, and more broadly in the community. Residents don’t typically connect with the terminology of human services, and it needs to be clear that it encompasses more than basic needs.
- Create an informal decision matrix that allows the city to be intentional about which local and regional groups need to be more heavily engaged in and determine the appropriate level of involvement for the city across departments. The city should remain involved in the eastside dialogue as issues arise.
- Clearly define the Community Services Coordinator role to be focused on clear bodies of work that will have measurable impact.

Mercer Island

Approach to Human Services

Mercer Island Youth and Family Services (MIYFS) provides a robust human and community services program, including direct services, with over 20 FTE and a budget of \$2.5M. Direction for MIYFS is provided by the Mercer Island budget and specific programmatic strategic plans. Services provided by the department include:

- Community based initiatives focused on programs such as prevention services for youth, employment assistance, and emergency assistance for vulnerable seniors.
- Clinical services, including an outpatient clinic with counseling for individuals, youth, adults, and seniors, senior outreach, and a diversion program for youth with misdemeanors.
- The Mercer Island Thrift Shop, which is also staffed by approximately 60 volunteers and produced \$1.6M of the department’s revenue last year.
- Administration, including development, advocacy, planning, contracting, and community outreach.

Another unique feature of MIYFS is their foundation which helps generate additional revenue and provided over \$200,000 to the operating budget in 2018.

Lessons Learned & Advice

The city provided information about lessons learned that can act as advice for Sammamish.

- The city should consider writing human services into the city charter and/or the municipal code to secure funding. Like roads and police, a city needs to pay attention to the health and well-being of the people that make up the community.
- Keep council engaged by talking to them as often as possible.
- Consider increasing contributions to local agencies through grants and formalizing the grant-making process.
- Provide low or no cost space for counseling services on the plateau. A local comprehensive partnership with regional organizations such as Hopelink or Friends of Youth is a good option for cities that cannot provide direct services.

Redmond

Approach to Human Services

The Redmond Planning and Community Development Department houses the city's Human Services office, which provides grant funding for regional human service providers, participates in regional and sub-regional working groups, manages the Human Services Commission, and provides direct homelessness outreach. The city staffs human services with 1.75 FTE Human Services Planners, an Assistant Director of Community Planning that spends 30% of their time on Human Services Issues, and a homelessness outreach FTE that is partially funded by the Police Department.

The department is guided by the human services element of the comprehensive plan, a 2009 strategic plan; and a yearly work plan. The Redmond Human Services Commission also provides feedback on the Human Services office's direction.

Lessons Learned & Advice

- The city should rely on shared resources and collaborations already in place to meet their community needs.
- Find the right balance of staffing and regional and local issues to be involved in.
- Capitalize on the wonderful community and any interest residents have in volunteering.
- Long-term, the city should consider a regional approach to human services, similar to ARCH, with cities paying into one fund with a commission made up of cities across the region.

Appendix B – Health and Human Services Needs Assessment

City of Sammamish Human Services Strategic Plan

November 14, 2018

Human Services Commission



Tonight's Discussion

- Purpose and Role
- Strategy Summary
- Confirmation of Alignment of the Strategy with the Needs Assessment
- Human Services Commission Work Program Discussion

*Note: Questions for the Commission to discuss and answer are **highlighted in teal** in the presentation.*

Purpose and Role

Strategic Plan Purpose

Why is the City pursuing a Strategic Plan and what should the Strategic Plan do?

- Administrative document, approved by Council
- Establish direction human services investment (time and money)
- 2-5 year timeline
- Examine staffing, work programs, funding opportunities
- Set a foundation for future work with modest changes

Strategy Stakeholders

Whose input is needed to develop and adopt the Strategic Plan? How is it used?

- Service Providers and Non-profits - tell us how they can partner or collaborate with the City to improve human services so we can identify effective actions the City may take.
- Surrounding Communities – tell us how they invest in human services so we have examples to learn from and identify areas of joint collaboration and advocacy.
- City staff – tell us about organizational structure and staff workloads so we can identify opportunities for efficiency and better understand the City’s capacity for action.
- Human Services Commission – as representatives of Sammamish residents they tell us which issues and topics are a priority to address. They review the strategy for the Council to ensure it is in alignment with community needs.
- City Council – reviews and adopts the strategy if it is in line with City direction and policy.

Tonight's Objectives

What do we need to accomplish tonight? How will we do it and why?

- Confirm that the strategy is in alignment with the Needs Assessment
 - ❑ The Commission was introduced to the ideas in the Strategy at the last meeting
 - ❑ The Commission had the opportunity to read the draft strategy prior to this meeting
 - ❑ The Commission should identify any areas of concern tonight
 - ❑ The Commission will be asked to vote on this question next month
- Identify areas of interest for the Human Services Commission Work Program
 - ❑ What role should the Commission take in implementing the Strategic Plan?
 - ❑ How can the Commission best use it's time?
 - ❑ Ideas generated tonight will be added to the Strategy

Strategy Summary

The Strategy

After talking with stakeholders, here are the ways the City can more effectively support human services in the next few years

- **Initial Steps in the Strategy**

- ❑ Clarify the City's role in supporting human services
- ❑ Identify a preliminary staffing model to pursue
- ❑ Designate an initial area of focus
- ❑ Develop a work program for the Human Services Commission
- ❑ Identify funding alternatives

- **Strategy Purpose**

- ❑ Establish direction human services investment (time and money)
- ❑ 2-5 year timeline
- ❑ Examine staffing, work programs, funding opportunities
- ❑ Set a foundation for future work with modest changes

Priority Area Recommendations

- Includes a goal
- Includes measures of progress
- Includes potential partners
- Includes ideas for how the City could take action
- Ideas for action are not exhaustive, but are realistic based on stakeholder outreach

Mental
Wellness

Basic
Needs

Cultural
Inclusion

Active
Seniors

Domestic
Violence

Alignment of the Strategy and the Needs Assessment

Mental Wellness

- Are there any issues with the goal?
- Any community partners that should be added?
- Are the measures of progress right?

Goals. Foster healthy families, students, seniors, and communities. Reduce the stigma for mental health in the community. Consider the specific needs of youth, adults, seniors, and immigrant communities

Community Partners.

- Evergreen Health
- NAMI Eastside
- Swedish
- YMCA
- Crosspath Counseling
- Youth Eastside
- Services
- Schools

Progress Measurement.

- Healthy Youth Survey
- King County data
- Survey to track perceptions and stigma

Recommended Actions

Mental Wellness

- These are example actions based on stakeholder input from City Staff and Service Providers
- **Is there anything that seems inappropriate?**
- **Is there anything you are surprised isn't on this list? Is this action a realistic thing the City could do in 2-5 years?**

- Convene an introductory **provider meeting** to establish priorities for collective action and reduce duplication
- Provide consistent **meeting space** for mental wellness resources
- Partner with mental wellness organizations through **joint events**

- Improve **awareness of available services** in the community
- Provide **literature, presentation, and information** on mental wellness
- **Publicize resources and reduce barriers** to access

Basic Needs

- Are there any issues with the goal?
- Any community partners that should be added?
- Are the measures of progress right?

Goals. Increase access to food, shelter, medical care, and transportation throughout the community.

Community Partners.

- Evergreen Health
- Imagine Housing
- Swedish Community Services
- Hope Link
- St. Vincent de Paul
- Issaquah Food and Clothing Bank

Progress Measurement.

- Number of people served

Recommended Actions

Basic Needs

- These are example actions based on stakeholder input from City Staff and Service Providers
- **Is there anything that seems inappropriate?**
- **Is there anything you are surprised isn't on this list? Is this action a realistic thing the City could do in 2-5 years?**

- Support basic needs through **funding and measuring progress**
- **Provide a warehouse-like space** for the food bank
- Advocate for **affordable housing** and Section 8 Housing
- Advocate for increased **regional transportation** services

Cultural Inclusion

- Are there any issues with the goal?
- Any community partners that should be added?
- Are the measures of progress right?

Goals. All members of the community feel accepted and welcome in Sammamish.

Community Partners.

- Indian Association of Western Washington
- Issaquah & Lake Washington School Districts
- Chinese Information and Services Center

Progress Measurement.

- Availability materials in different languages, interpreter services, and community space
- Representation of residents in civic events and as members of City boards and commissions

Recommended Actions

Cultural Inclusion

- These are example actions based on stakeholder input from City Staff and Service Providers
- **Is there anything that seems inappropriate?**
- **Is there anything you are surprised isn't on this list? Is this action a realistic thing the City could do in 2-5 years?**

- Prioritize cultural inclusion **in staff and budget**
- Provide a **public space** for diverse groups to meet regularly
- Offer **community conversations** to talk about needs or simply to spend time together
- Provide **interpreter services**
- Provide on-going **equity training** for staff, elected officials, and appointed officials
- Provide more **signage** in multiple languages in public spaces
- Celebrate **cultural holidays** as official events
- Actively participate in **Welcoming Week**

Active Seniors

- Are there any issues with the goal?
- Any community partners that should be added?
- Are the measures of progress right?

Goals. Provide good quality of life for aging Sammamish residents, particularly isolated seniors while helping them to feel part of the community and ensuring that they have places to meet and connect.

Community Partners.

- Eastside Friends of Western Seniors of Washington
- YMCA of Sound
- Chinese Generations Information and Services Center
- Elder and Adult Day Services
- Indian Association

Progress Measurement.

- Availability of space
- Program registration
- Mobility options
- Low cost or no cost access to space

Recommended Actions

Active Seniors

- These are example actions based on stakeholder input from City Staff and Service Providers
- **Is there anything that seems inappropriate?**
- **Is there anything you are surprised isn't on this list? Is this action a realistic thing the City could do in 2-5 years?**

- Consider whether the City wants to invest in a **separate space for a Senior Center or invest in senior programming**
- Maintain a citywide **time bank or volunteer bank**

- **Organize a senior health fair** or a “Make Sammamish Healthy Day”
- **Identify underutilized space** in the community that could be used for senior programming and activities
- **Provide a HealthCare navigator** to help seniors better understand their healthcare options

- Advocate for increased **regional transportation** services

Domestic Violence

- Are there any issues with the goal?
- Any community partners that should be added?
- Are the measures of progress right?

Goals. Reduce domestic violence in the community. Increase reporting, awareness of and access to services, provide better training to respond to domestic violence.

Community Partners.

- Crisis Clinic
- Lifewire
- King County Sexual Assault Resource Center
- Youth Eastside Services

Progress Measurement.

- Increase the share of incidences reported

Recommended Actions

Domestic Violence

- These are example actions based on stakeholder input from City Staff and Service Providers
- **Is there anything that seems inappropriate?**
- **Is there anything you are surprised isn't on this list? Is this action a realistic thing the City could do in 2-5 years?**

- **Provide free passes** to community events and **bus tickets** to service groups to share with families experiencing domestic violence
- **Promote domestic violence resources** by placing information in newspapers, bathrooms, and other easily accessible sources
- **Support materials inclusive of men and sexual minorities.**
- **Provide bystander training** related to domestic violence
- **Participate in regional advocacy** that supports services for those affected by domestic violence

Strategy Overall

- *Do you have any concerns about the ideas presented in the strategy?*

Commission Work Program

Commission Work Program

- **What types of issues is the Commission interested in working on?**
- **How does the biennial grant cycle affect the Commission's interest and ability to work on these issues?**

Potential Human Services Commission Work Program Items

- Choose an area of focus
- Align the grant program with the strategy and/or area of focus
- Advise, study, and recommend on implementing actions in the priority areas
- Develop a mission and vision to guide the City's human services program long-term
- Review updates to the Needs Assessment and Strategy
- Study and recommend a funding formula for the grant program
- Participate in a joint meeting with Council

Next Steps

HUMAN SERVICE COMMISSION 2018 LONG TERM AGENDA CALENDAR

Current as of: 11/7/2018

Date	Time	Type	Staff	Topics
Weds, Feb 28	6:30 pm	Regular Meeting	Jessi Bon Rita Badh Mike Sugg	<ul style="list-style-type: none"> ▪ Welcome & Introductions ▪ Election of Chair & Vice Chair ▪ Introduction to Advisory Boards ▪ Introduction to Commission Bylaws
Weds, Mar 14	6:30 pm	Regular Meeting	Jessi Bon Rita Badh Doug McIntyre Mike Sugg	<ul style="list-style-type: none"> ▪ Introduction of Housing Strategy ▪ Adopt Commission Bylaws ▪ Overview of Human Services Needs Assessment ▪ Human Services Strategic Plan
Thurs, Apr 5	6:30 pm	Joint Meeting with Planning Commission	Rita Badh Mike Sugg Doug McIntyre	<ul style="list-style-type: none"> ▪ Work Session: Housing Strategy Update
Weds, Apr 11	6:30 pm	Regular Meeting	Jessi Bon Rita Badh Doug McIntyre Mike Sugg	<ul style="list-style-type: none"> ▪ Housing Strategy Update ▪ Overview of Human Services Grant Program ▪ Grant Criteria Discussion ▪ Grant Review Commission Assignments
Weds, May 9	6:30 pm	Regular Meeting	Rita Badh Doug McIntyre Mike Sugg	<ul style="list-style-type: none"> ▪ Housing Strategy Update ▪ Application Reviews: Mental Wellness ▪ Application Reviews: Domestic Violence
Thurs, May 24	6:30 pm	Joint Meeting with Planning Commission	Rita Badh Mike Sugg Kellye Hilde Doug McIntyre	<ul style="list-style-type: none"> ▪ Work Session: Housing Strategy Update
Weds, June 13	6:30 pm	Regular Meeting	Rita Badh Mike Sugg	<ul style="list-style-type: none"> ▪ Application Reviews: Basic Needs ▪ Application Reviews: Seniors
Thurs, June 28	6:30 pm	Special Meeting	Rita Badh Mike Sugg	<ul style="list-style-type: none"> ▪ Application Reviews: Cultural Inclusion ▪ Application Reviews: Uncategorized ▪ Discussion: Process for Developing Final Rec.
Weds, July 11	6:30 pm	Regular Meeting	Rita Badh Mike Sugg	<ul style="list-style-type: none"> ▪ Confirm recommendation to City Council on 2019-20 Human Services Grant Funds
August	N/A	N/A	N/A	*NO AUGUST MEETING*
Weds, Sept 12	6:30 pm	Regular Meeting	Rita Badh Mike Sugg	<ul style="list-style-type: none"> ▪ Human Services Strategic Plan Introduction ▪ Discuss grant hand-off to City Council

11/7/2018 2:45 PM

Tues, Oct 2	6:30 pm	City Council Meeting	Rita Badh Mike Sugg	▪ Grant Recommendation Handoff to City Council
Weds, Oct 10	6:30 pm	Regular Meeting	Rita Badh Mike Sugg	▪ Human Services Strategic Plan Kickoff (BERK)
Weds, Nov 14	6:30 pm	Regular Meeting	Rita Badh Mike Sugg	▪ Human Services Strategic Plan (BERK)
Weds, Dec 12	6:30 pm	Regular Meeting	Rita Badh Mike Sugg	▪ Finalize recommendation to City Council on Human Services Strategic Plan (BERK)