

**CITY OF LYNNWOOD
HUMAN SERVICES COMMISSION MINUTES
May 5, 2016 Meeting**

Call to Order

The meeting was called to order by Chair Hurst at 6:30 p.m.

Roll Call

Commissioners Present:	Staff Present:
Pam Hurst (Chair)	Chanda Emery, Sr. Planner
Michelle Reitan (Vice Chair)	Paul Krauss, Comm. Devt. Director
Peter Schmidt	
Kathy Coffey	
Sandi Farkas	
Mary Ann Dillon	
Commissioners Absent:	Other:
Julio Cortes (Excused)	Council Liaison Shirley Sutton

Approval of Minutes

1. Approval of minutes of the April 7, 2016 Meeting

Motion made by Commissioner Dillon, seconded by Commissioner Schmidt, to approve the April 7, 2016 Human Services Commission minutes as presented.

Motion passed unanimously (6-0).

Petitions and Communications

None

Staff and Commission Reports

None

Discussion

A. Presentation of Guest Speakers: City of Bellevue Human Services Commission Chair, Jim McEachran and Human Services Manager, Emily Leslie

Senior Planner Emery introduced City of Bellevue Human Services Commission Chair, Jim McEachran and Human Services Manager, Emily Leslie, who gave a

1 PowerPoint overview of Bellevue Human Services Division (as part of the Parks
2 and Community Services Department) and the Human Services Commission.
3 Ms. Leslie explained how the human services continuum was applied to the
4 Parks and Community Services Department. The three main roles Bellevue
5 Human Services has are of planner, funder, and facilitator. Human Services is
6 currently contracting with 43 non-profit agencies that are providing 76 programs.
7 There is also a major home repair program operated in-house which is a
8 collaboration with the King County Housing Authority. The City of Bellevue has
9 allocated \$3.2 million from its general fund for Human Services. They also
10 receive \$636,000 in funding from the Community Development Block Grant
11 (CDBG) from the US Department of Housing and Urban Development (HUD).
12 The Human Services Commission reviews all the funding applications and
13 contracts and makes recommendations to the City Council. A needs assessment
14 is conducted every two years which guides the Commission's funding
15 recommendations to the City Council. Examples of services funded include
16 services for persons experiencing homelessness, job training, youth mentoring,
17 mental health counseling, child abuse treatment, domestic violence intervention,
18 services for victims of sexual assault, and services for older adults. Top themes
19 in Bellevue that Ms. Leslie reviewed are affordable housing, homelessness, and
20 an increase in mental health issues and substance abuse.

21
22 City of Bellevue Human Services Commission Chair, Jim McEachran discussed
23 his history with the Human Services Commission. He encouraged the Lynnwood
24 Human Services Commission in its new role.

25
26 Commissioner Schmidt asked how the review of applications is handled and
27 asked for more information about how the needs assessment is done. Ms. Leslie
28 explained that the Commission breaks into teams to review the applications and
29 then presents them to the rest of the Commission during the discussion. Staff
30 prepares an analysis of each of the applications for the Commission. The needs
31 update is done in-house by City of Bellevue staff. Bellevue contracts out for a
32 phone and online survey of its residents. They've tried to keep the questions
33 consistent over the years so trends can be tracked. She noted that the full needs
34 assessment is available on Bellevue's website. Several community meetings,
35 consumer surveys, and provider surveys are also used in the development of the
36 needs assessment. Hard data is collected from various agencies like the school
37 district, the One Night Count of Homeless, the Health Department, etc. From the
38 results, the Commission spends time determining the key funding focus areas.

39
40 Commissioner Dillon thanked the guests for coming to share their experience.
41 She asked how the CDBG funds are used. Ms. Leslie replied that Bellevue has a
42 policy that all CDBG funding is used for Human Services. 15% can be used for
43 public services, and the rest is invested primarily in the Major Home Repair
44 program. Some capital projects are also funded.

45

1 Commissioner Coffey asked how the relationship building with other communities
2 started and what it looks like now. Ms. Leslie replied they have been meeting for
3 years. There is an Eastside Human Services Forum that is an education and
4 advocacy group that has elected officials from four major cities on eastside as
5 well as people from healthcare agencies, schools, policy makers, etc. There is
6 also a Northeast Funders Group which is all the human services staff for north
7 and east King County that usually meets every other month. In recent years,
8 Bellevue has encouraged other cities to start human services commissions and
9 has been having quarterly meetings of human services commissions of eastside
10 cities. The cities are working together to meet the various needs for different
11 types of permanent homeless shelters.

12
13 Chair Hurst asked how often the Bellevue HSC meets. Mr. McEachran replied
14 they meet twice a month, but have a lot of homework in between.

15
16 Vice Chair Reitan asked how Bellevue is dealing with the homeless situation and
17 about policies around affordable housing. Ms. Leslie replied the Council just
18 adopted an Affordable Housing Strategy. For homelessness, there is a
19 councilmember who sits on the All Home Coordinating Board which is a
20 countywide initiative. She and her staff sit on several boards and committees.
21 There is an interdepartmental team that is convened by Parks and Community
22 Services that addresses a lot of different aspects of homelessness. They work
23 closely with police and other departments on how to address the unsanctioned
24 encampments. They also work with the Legal department on legal issues related
25 to homelessness.

26
27 Commissioner Farkas thanked the guests for coming. She commented that doing
28 the needs assessment every two years seems really frequent. She asked if it
29 changes drastically from assessment to assessment. Ms. Leslie replied that
30 some things don't change, but it is helpful to see the trends.

31
32 Commissioner Schmidt asked how Bellevue taps into the Veterans and Human
33 Services Levy funds in King County. Ms. Leslie replied that a lot of that funding
34 goes for homelessness so some of the agencies Bellevue funds are receiving
35 money from that. King County does a collaborative coordinated funding round.
36 Another funding source that King County has is Mental Illness Drug Dependency
37 (MIDD) Sales Tax which generates quite a bit of funding for a number of
38 agencies.

39
40 Commissioner Dillon asked what it would take for Lynnwood to become an
41 entitlement district. Director Krauss replies that it takes a population of 50,000.
42 Lynnwood's population is accelerating. There are also significant areas to be
43 annexed.

44
45 Chair Hurst asked about the timeframe of the annexation. Director Krauss
46 explained there needs to be a resolution of some sort between the City and the

1 Fire District. If that gets resolved in the next year or two, the City will likely move
2 forward with annexations right after that.

3
4 B. Presentation: Homelessness in Lynnwood

5
6 Senior Planner Chanda Emery reviewed actions Lynnwood has taken to address
7 homelessness such as starting a Homelessness Task Force, writing legislation to
8 allow temporary homeless encampments in the City, and issuing an RFP to
9 address homelessness which led to the YWCA contract. She reviewed what
10 homelessness is and discussed different types of homelessness including family,
11 youth and young adults, and single adults/veterans noting that Lynnwood has all
12 types. She reviewed statistics for homelessness in Snohomish County and
13 pointed out that Lynnwood ranks #3 for the highest homeless population in the
14 county. She explained that Lynnwood has different reasons for homelessness
15 than other cities. Family crisis (domestic violence) is the leading cause of
16 homelessness in Lynnwood followed by mental illness and drug abuse. She
17 reviewed services provided by YWCA's Homeward Bound Shelter and Pathways
18 for Women Emergency Shelter. Ms. Emery noted that the McKinney-Vento Act
19 defines 'homeless children and youth' as individuals who lack a fixed, regular,
20 and adequate nighttime residence.

21
22 In 2016 the Edmonds School District reported 455 homeless students which is a
23 76% increase from 2015. Ms. Emery discussed challenges these kids face in
24 school and noted these are complex crisis situations. The Federal HUD definition
25 of homelessness uses the Point in Time count which excludes couch-surfing and
26 doubling up. The Office of the Superintendent of Public Instruction (OSPI) uses
27 free/reduced lunch which includes couch surfing to measure how many homeless
28 students are in each classroom. The Edmonds School District has reported that
29 there are 600 homeless families which is at least twice as many as neighboring
30 jurisdictions. Obviously, children who are not enrolled in school are not included
31 in the school district's numbers.

32
33 Ms. Emery explained that some ideas for what Lynnwood can do include: a
34 community day center to make the existing coordinated system more accessible;
35 low barrier housing units to get homeless people housed quickly; and urban rest
36 stops (URS) which are critical hygiene facilities designed to serve homeless. She
37 commented that Snohomish County is reporting that exits from homeless
38 housing to permanent housing have increased 48% since 2012, and exits from
39 emergency shelters to permanent housing have increased from 10% to 20%.
40 However, there are still significant barriers that need to be overcome. She
41 reviewed what Lynnwood is currently doing including the Lynnwood 2016-2018
42 Needs Assessment, coordinated entry, rapid housing placement, and
43 partnerships with service providers. She then solicited comments from
44 commissioners.

1 Commissioner Dillon stated the YWCA shelter has been the only permanent
2 shelter in Lynnwood for years. She stated they were just awarded a rapid
3 rehousing grant for that shelter. This means they will be receiving federal money
4 to place people who are in that shelter in housing. A challenge associated with
5 that is the availability of affordable housing units.

6
7 Commissioner Reitan agreed that the access to affordable housing is a huge
8 challenge. She expressed concern about the impact the new city center might
9 have on existing affordable housing. She asked if the new development includes
10 plans for affordable housing. Director Krauss explained that current housing will
11 not be removed, and some of the units are being recommitted and renovated.
12 Also, some of the senior housing has affordable housing units in it. The
13 development going in across the street from the Convention Center is classed as
14 workforce housing. The City has been resistant to having more affordable
15 housing on the land that will be redeveloped around the station. He explained
16 that on a regional scale, Lynnwood already has a very high proportion of
17 affordable housing.

18
19 Commissioner Dillon asked about plans for transit-oriented development on
20 Highway 99. Director Krauss replied that there are a tremendous number of
21 housing options that the City has put on the books for people to use. The
22 Highway 99 Corridor Plan encourages mixed use developments at major
23 intersections and some spots in between.

24
25 Commissioner Farkas said she likes the idea of the coordinated entry and a
26 navigator who can really help people to complete applications, integrate services,
27 and direct people to multiple services. Commissioner Dillon explained the
28 navigator positions are funded by Snohomish County Human Services. There are
29 currently six or seven navigators throughout the county positioned
30 geographically, but there is only one in south county. Commissioner Schmidt
31 wondered if Americorps volunteers might be able to help in that role. [inaudible
32 comments from audience].

33
34 Chair Hurst suggested focusing first on hygiene assistance to help people move
35 forward. Ms. Emery noted something like that requires funding. The City of
36 Seattle uses the Low Income Housing Institute. Director Krauss commented
37 there is a roving shower facility in an RV in Lynnwood. Something like that may
38 be more flexible and easier to do. He agreed that this is a big issue. The ones in
39 Seattle are in a permanent location and have washing machines, toiletries,
40 showers, and lockers.

41
42 Commissioner Dillon commented that URS's are more than just a place where
43 people can get cleaned up and store their belongings. They also provide a place
44 where people can build community, get support, and access services.

1 Commissioner Schmidt asked what prevention or education efforts are going
2 toward domestic violence, mental illness, and drug abuse which are the leading
3 causes of homelessness in Lynnwood. Ms. Emery replied that the Korean
4 Women's Association is applying for their behavioral health license for their
5 navigator to expand their services. This would enable them to address mental
6 health and chemical dependency. Commissioner Dillon added that Compass
7 Health and another organization provide behavioral health services in south
8 county, but they are not enough. Director Krauss commented on the lack of
9 mental health and chemical dependency services in the area noting that some
10 people end up in the emergency room which isn't equipped to deal with them, so
11 they just get put back out on the street. The City has approved a 16-bed detox
12 facility in Everett which is in the process of being constructed. They are working
13 with Swedish to provide an alternative to the ER.

14
15 Staff commented that police in Lynnwood respond to 10-15 incidents of domestic
16 violence every day. This is an ongoing issue which is a source of frustration for
17 the police because these are people that need help, but there is no place to put
18 them.

19
20 Commissioner Dillon commented that the Commission might be interested in
21 hearing from the sales tax board that advises on the money that is received from
22 the 0.01% sales tax on housing sales. They focus on behavioral health issues,
23 and it might be possible to partner with them in some way.

24
25 Commissioner Coffey asked if it would be possible for the Commission to have
26 an in-depth meeting to talk about the timeline they received early on and
27 determine priorities. She thinks it would be a great benefit. There appeared to be
28 consensus by the other commissioners that this would be a good idea. Director
29 Krauss indicated this would be possible. Commissioner Coffey commented on
30 service projects she has heard of within Leadership Snohomish County that
31 could easily be replicated in Lynnwood. One was with the Everett Police
32 Department and Everett Streets Initiative who have gotten relationships with
33 treatment facilities in California and detox facilities in Skagit County or Tacoma.
34 They've had people donate the cabs to get people to the detox facilities. They've
35 put together hygiene kits. They have a very coordinated plan with donated
36 services. She feels that brainstorming the community services that Lynnwood
37 has might be helpful.

38
39 Commissioner Farkas agreed that a working session would be great. She would
40 like to see the needs assessment as part of that. Ms. Emery noted she would
41 have a rough draft ready the first part of June following the format that Bellevue
42 is using. She concurred that a working session could be very useful.

43
44

1 **Old Business**

2
3 A. Staff Briefing on YWCA Contract

4
5 Ms. Emery explained that the goal of the contract was to address homelessness
6 by supporting operations of the Lynnwood Emergency Shelter and hiring a
7 homeless engagement liaison. The YWCA has reported that one family has
8 moved to transitional housing units, three families moved to project-based
9 voucher, one family moved to a rental without subsidy, and four families were
10 able to move in with family members permanently. The homeless engagement
11 liaison was hired in January and has put together an initial stakeholders list for a
12 survey similar to what Bellevue was talking about. Ms. Emery also shared an
13 inspirational emergency shelter success story.

14
15 B. Draft “Human Services Element” Edits/Comments

16
17 Ms. Emery asked the Commission to contact her with edits or comments about
18 the Draft Human Services Element she provided to them.

19
20 **New Business**

21
22 A. Updates to the “Lynnwood Service Providers List” Distribution to
23 Neighboring Cities

24
25 Ms. Emery asked the Commission to contact her with any edits or comments
26 they might have about this list.

27
28 **Council Liaison Report**

29
30 Councilmember Shirley Sutton commented on how sad homelessness is. Based
31 on her eight years serving on the Homeless Advisory Council at the state level
32 she offered the following advice:

- 33
- 34 • Take adequate time in order to get the best program that fits the City’s
35 unique needs.
 - 36 • Don’t reinvent the wheel. If somebody else has something in place that
37 can be capitalized on they should do so.
 - 38 • Fill the gaps.

39 **Director’s Report**

40
41 Community Development Director Krauss had the following comments:

- 42
- 43 • Next Wednesday there will be a citywide open house at the Convention
44 Center. He invited the Commission to attend. He noted that there will be
45 room for the Human Services Commission at the Planning table.
 - 46 • The project at Trinity Lutheran continues to move ahead. The architects
have finished their conceptual planning. The proposed building is about

1 35,000 square feet and projected to cost between \$15 and \$18 million. It
2 will have a gymnasium, common spaces, and classrooms. There will also
3 be space for multipurpose offices and storage for social service providers
4 to use as a base. The board that is working on it is going to start working
5 with funders. They already have a commitment for \$2 million. The hope is
6 that it would be built in 2018.

- 7 • Staff will be bringing back Draft Rules and Procedures for the Human
8 Services Commission's review.

9

10 **Adjournment**

11

12 The meeting was adjourned at 8:10 p.m.

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Pam Hurst, Chair