

## Policy & Budget:

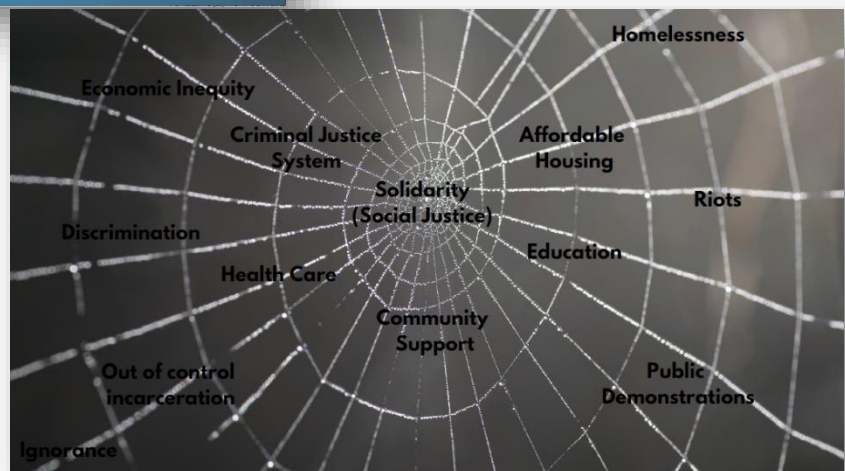
### Community Human Services Advisory Board (CHSAB)

On August 5, 2021, the Community Human Services Advisory Board heard from Ms. Tracy Kulik about grant funding for human services programs from a City, County, State, Federal and Foundation perspective. Ms. Kulik emphasized that the worst-case scenario is not to not get the grant but to get the grant and then not be able to manage it. She encouraged the approach of beginning with agencies working on capacity building to be able to go after and be effective with the bigger grant opportunities. The board also began discussing their 2022 City budget recommendations.

On August 19, 2021, the CHSAB received a presentation on Systems and Change from CHSAB member Jim Bloss. Mr. Bloss has a background and training in small- and large-scale systems analysis. He shared with the board his knowledge from education and experience in team building both in the public and private business sectors. Mr. Bloss went over five techniques that groups use when problem-solving and decision-making and shared two social justice systems metaphors.



To view the Agenda materials please visit the City Website: [City of Monroe - Meeting Information \(civicweb.net\)](http://City of Monroe - Meeting Information (civicweb.net))





# Human Services Work Report August 2021



## Partners, Support Services & Prevention:

### Community Asset Mapping and Facilitated Program Development

Mr. Alcorn has been working with Ms. Adams to facilitate focus groups and continue to gather resident survey data. Mr. Alcorn made an onsite visit to Monroe and connected with local service providers and held focus groups with the abled/disabled community, senior citizens, homeless, and youth.

## Housing & Public Safety:

### Community Cooling Stations

In response to extreme heat the Monroe Coordination Center networked with human services and emergency management to share information on community cooling stations.

#### Ways to beat the heat...



The forecasted heat index is for extreme heat!  
Thursday, August 12 2021: 98F  
Friday August 13 2021: 100F

<p><b>Sno Isle Library</b> Thursday 10am-7pm Friday 10am-7pm 1070 Village Way, Monroe, WA 98272</p>	<p><b>Monroe Sky Valley YMCA</b> Thursday 5am-8pm Friday 5am-8pm 14033 Fryelands Blvd SE, Monroe, WA 98272</p>
<p><b>Monroe Community Senior Center</b> Thursday 9am-7pm Friday 9am-7pm 276 Sky River Pkwy, Monroe, WA 98272</p>	<p><b>Other Suggestions</b> Go see a movie or visit an airconditioned restaurant. Visit Lake Tye (<i>no lifeguard on duty</i>). Visit the Skykomish River (<i>wear a life vest</i>).</p>

Stay safe, stay hydrated, wear sunscreen, and monitor your pets.

### Cold Weather Shelter

The Snohomish County Health District, Emergency Management and Human Services have begun planning workgroups for the 2022 Cold Weather Shelters. This year the Sky Valley will return to the two historical locations that have hosted the Snohomish and Monroe Cold Weather Shelters. Volunteers of America will continue on this year as lead agency with the support of local partners.



# Human Services Work Report August 2021



## Local Human Service Events during Covid19

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
211 East County Navigator at SVDP				211 East County Navigator at TTNS		
		Sky Valley Foodbank 2pm-5pm	MPD Outreach Team			
TTNS Outreach Team		TTNS Outreach Team		TTNS Outreach Team		
		Hot Food Event 12pm-1pm at the Library	Hot Food Event 12pm-1pm at the Library		Hot Food at Foursquare Church 10am	
	Food Share 9:30am at The Library	Food Gleanings 2pm-4pm at The Rock Church	Grocery Distribution at French Creek Manor 2pm-4pm	Food Gleanings 4pm-6pm at The Rock Church		
VOA Showers 10pm-2pm		VOA Showers 12pm-5pm				



## We Are Monroe WA Stories August 2021



The goal of #WeAreMonroeWA is to elevate commonalities and shared values among City of Monroe residents, spark connections, and ultimately cultivate empathy that is grounded in shared humanity rather than circumstances. Similar to Humans of New York.

**#WeAreMonroeWA** will feature about the people who make Monroe the amazing community it is. Because we are all Monroe. Have a story to share? Email [wearemonroewa@monroewa.gov](mailto:wearemonroewa@monroewa.gov), or text 360-722-1684. Please include a photo with your story submission, and if it is about a specific person, their contact information so the City can get their permission to share the story.

# COMMUNITY HUMAN SERVICES ADVISORY BOARD

August 5, 2021



## CALL TO ORDER AND ROLL CALL

The August 5, 2021, Community Human Services Advisory Board (CHSAB) meeting was called to order at 6:02PM by Chair Harrigan. Mr. Tyler Christian facilitated roll call.

### Attendees:

#### Board Members

Tony Balk (*arrived at 6:06pm*)

Jim Bloss

Roger Evans

Lynsey Gagnon (*arrived at 6:04pm*)

James Harrigan

Bryan Lipsy

Amber Mehta

Jose Luis Nino De Guzman

Bridgette Tuttle

Aisha Sial

#### City of Monroe

Rachel Adams

Tyler Christian

Deborah Knight

#### Members

Amy Plumb

Todd Strickler

### Absent:

Sarah Lunstrum

### Community Members:

Tracy Kulik

Marcos Alcorn

Liz Nugent (*arrived at 6:34pm*)

## PUBLIC COMMENT

## APPROVAL OF MINUTES

Board Member Bloss made the motion to approve the 07.15.2021 CHSAB Meeting Minutes. Board member Evans seconded. Motion Passes: 7/0

## DISCUSSION

### Discussion with Ms. Tracy Kulik on Human Services Grant Funding. (Tracy Kulik)

Ms. Kulik introduced the topic of hub and spoke model funding and gave an overview of grant funding. Ms. Kulik explained that County, State and Federal grants require quite a bit of capacity to go after. Ms. Kulik further explained that the information necessary to competitively apply for funding is the

# COMMUNITY HUMAN SERVICES ADVISORY BOARD

August 5, 2021



demonstration or perception of a need, the impact of providing that need is quantified, that the work plan includes SMART goal terminology and a project budget. The desirable attributes involve demonstrating a collaborative effort with identified roles in a defined continuum of services and sustainability.

At the city level there usually is not the capacity to manage grants. At the County there begins to be the capacity in terms of capital funds. The State level is increasing funding for broadband. *(And also for Pallet housing)*

Snohomish County Funds has the Office of Community and Homeless Services (OCHS) and Office of Housing and Community Development (OHCD).

State of Washington Funds are from the Office of Commerce for Broadband and Capital Projects.

Federal Grants are through agencies like HRSA, CDC, and SAMSA. These funds are direct funding, with more money, and longer term and also lots of strings attached.

The term Social Determinants of Health Accelerator program (CDC) – in grant terminology is Human Services. This is funding for determining how to prevent or how to provide trauma informed care. This area is getting a lot of notice and a lot of funding.

Need is the number one thing.

Work Plan is the second most important thing.

Impact and Budget are the remainder.

SMART goals = Specific, Measurable, Attainable, Realistic, Time based.

Competencies to manage a grant are to be able to manage allocations - collaborative grant with partners across a defined Continuum of Services, data tracking and reporting, and the evaluation of impact. To show the evaluation of impact it is good to demonstrate a Logic Model: Inputs, Activities, Outcomes, Initial Outcomes, Intermediate Outcomes, Ultimate Outcomes

There are also philanthropic foundations which offer less money and often do not have a calendar but are a good launch point.

Board Member Bloss commented that a lot of our “continuum” is not in place. He observed that the CHSAB is an entity of the City and asked if the City staff ready to do this. Ms. Knight offered the explanation that the presentation is more about providing some context. The Community Needs Assessment will point out, what needs to be in place to and which lead agencies have the capacity to, do this work in partnership. Mr. Bloss replied that we have a lot of work to do. Ms. Knight asked the clarifying question if “when you say we do you mean the CHSAB or the City?” Ms. Knight further offered that part of this presentation is to provide board members with an idea of the complexity around the steps that are necessary to apply for grants. Grants may not be the answer. Ms. Kulik affirmed that

# COMMUNITY HUMAN SERVICES ADVISORY BOARD

August 5, 2021



grants can be just part of the answer or not all of the answer. The worst case scenario is getting the grant but not being able to manage the grant. The best way to look at them is starter fuel – they are not an ongoing source of funding. One of them that people often ignore is employers.

Chair Harrigan restated that for our purposes it is good knowing what all goes into getting a grant.

## **Human Services Budget Review and Recommendation. (Rachel Adams/Deborah Knight)**

Ms. Knight introduced the next item on the agenda by stating that in the month of August the intent is to talk with the board on the recommendations that the board wants to make around 2022. The spreadsheet in the agenda materials shows the budget for the last three years of human services. Over the last three years there has been an increase in funding to human services.

The \$100,000 is to implement the Community Needs Assessment is just a place holder. The other items are the Human Service Specialist, the Embedded Social Worker with the MPD and the Office of Defense.

Chair Pro-tem Balk asked if the embedded social worker is that a full time or a part time position? Ms. Knight explained that that is Monroe's part of an interlocal agreement. Ms. Knight also offered the clarification that is just the City's contribution toward Nicole Nagle's contract. Ms. Knight agreed that the budget needs an hours purchased amount. Chair Pro-tem Balk asked if Is the \$100,000 was going create sticker shock.

Board Member Gagnon asked a similar question if the \$100,000 was enough and for a reminder of City the fiscal cycle. Mr. Christian replied that December 31<sup>st</sup> is the deadline to submit a budget and the fiscal year is January 1 through December 31.

Board Member Sial expressed the concern that it is it is important to have a plan. Ms. Sial added that to her it seems evident that we need a lot more money and steady sustainable funding. Ms. Sial asked if in looking at how to design the budget request the board look into recommending taking advantage of the 1/10 of 1% sales tax. Ms. Sial asked if the board should take the opportunity to initiate a dialogue with the Council and the Mayor that the human services needs are going to be growing and there needs to be a base of funding coming from the City as a part of it.

Chair Harrigan restated that what he heard was that the board should consider opening up a dialogue with the Mayor and City Council that human services will be an ongoing expense and that there should be an ongoing revenue source.

MS. Knight offered that a couple of things to keep in mind is that it will be difficult to make a compelling request to Mayor and City Council because we don't have the Community Needs Assessment and its not the intent of the City to be the lead agency. If we want to explore the sales tax option we need to also take the needs assessment and be able to say we have these identified needs.

Board Member Sial replied that Ms. Knight's answer made her question worthwhile.

# COMMUNITY HUMAN SERVICES ADVISORY BOARD

August 5, 2021



Chair Pro-tem Balk said that he feels that the \$100,000 is a good place holder. Mr. Balk also offered that if programs are being implemented in July it is like doubling the money. There is also some low level talk at the County level about the 1/10 or 1%. Mr. Balk advised that there needs to be a clear message of what we intend to do. And the plan should also lay out that this is Monroe's portion of the responsibility and these are the other

Board Member Gagnon emphasized the need to expand existing capacity and sustainability.

Board Member Bloss offered support for staff's recommendation for 2022 and requested adding an additional comment that supports an ongoing funding.

Board Member Evans asked when the Needs Assessment will be done? Ms. Adams replied that it should be done by the end of August or early September. Ms. Knight added and then will go through the review process.

Chair Harrigan asked if there is any way to express that \$100,000 is not necessarily the amount we are going to go with? Ms. Knight replied that yes we can come back and say that the needs assessment came back and we need to adjust the amount. Mr. Harrigan asked if there are line items that describe what is being asked for and why? Ms. Knight affirmed that that makes perfect sense to state that the \$100,000 is a place holder but we may be returning with the needs that have been identified. Chair Harrigan asked is maybe we can draft some good language to reference back to. Ms. Knight said that one thing to keep in mind is that we still have the ARPA funds and that we may want to identify things from the CNA that we can match up with the ARPA funds.

Ms. Knight offered that this item for tonight is just for discussion and that at the next meeting we will bring this item back for a motion.

Chair Harrigan shared that he believes that people are our most important resource and he was excited to see our very own Rachel Adams in the 2022 budget.

Chair Pro-tem Balk asked about the Federal money and when it is that being received. Ms. Knight shared that City Staff met with the small group assigned to review resiliency applications and talked about the application and the criteria. The application and criteria will be being presented Tuesday to Council. If approved the application will be posted Aug 16<sup>th</sup>. Mr. Balk asked if the ARPA funding be included in the 2022 budget? Ms. Knight replied that she thought it was an interesting suggestion and she would bring it forward.

## STAFF AND BOARD MEMBER REPORTS

### Staff Report



# COMMUNITY HUMAN SERVICES ADVISORY BOARD

August 5, 2021



Ms. Adams shared the Community Needs Assessment resident survey flyer and the board's thank you note to Anita and team.

## **Board Reports**

Ms. Adams shared that at the last meeting Chair Harrigan mentioned bringing back Homes and Hope and proposed a way to do that in the work plan.

Board Member Evans reported that the Heathers Hope Communities webpage should be up before the next board meeting

Board Member Gagnon gave a shout out to the Monroe School District for how blessed we are to have the amazing prevention department. Ms. Gagnon shared her excited for Joe Nigel's presentation.

Chair Pro-tem Balk shared that Housing Hope participated in National Night Out and that Housing Hope has a program where participants participate in the home building.

Chair Harrigan reported that Providence and the Nurses Union signed a contract so there will not be a strike

## **ADJOURNMENT**

At 7:44pm Board Member Bloss made the motion to adjourn. Board Member Evans seconded. Motion carried: 8-0.

# COMMUNITY HUMAN SERVICES ADVISORY BORAD

August 19, 2021



## CALL TO ORDER AND ROLL CALL

The August 19, 2021, Community Human Services Advisory Board (CHSAB) meeting was called to order at 6:00PM by Chair Harrigan. Ms. Rachel Adams facilitated roll call.

Attendees:

### **Board Members**

Tony Balk

Jim Bloss

Jose Luis Nino De Guzman

Lynsey Gagnon

James Harrigan

Bryan Lipsy

Sarah Lunstrum

Amber Mehta

Aisha Sial

### **City of Monroe**

Rachel Adams

Tyler Christian

Deborah Knight

### **Members**

Amy Plumb

Todd Strickler

### **Absent:**

Roger Evans

Bridgette Tuttle

### **Community Members:**

Kim Toskey

Marcos Alcorn

## PUBLIC COMMENT

N/A

## APPROVAL OF MINUTES

First: Board member Bloss/Second: Board member Balk

Motion Passes 7-0

## DISCUSSION

### **Presentation and Discussion with Kim Toskey of Homes and Hope**

Ms. Toskey shared a background of her experience and a brief recap previous discussions from the CHSAB and Homes for Hope.

# COMMUNITY HUMAN SERVICES ADVISORY BORAD

August 19, 2021



Ms. Toskey gave an overview on community land trusts, the application/preparation process, and the mission of Homes for Hope. (See below)

*Through the use of innovative building technology and thoughtful design, HHCLT will develop and foster vibrant, sustainable communities with permanently affordable, accessible homes and place-making neighborhood features.*

Ms. Toskey gave further general information about the communities they strive to assist, the application process, and general information regarding community land trusts.

General discussion and Q&A was had with the CHSAB

## **Presentation and Discussion with Jim Bloss on Systems and Change**

Board member Bloss gave a presentation on Systems and Change to the CHSAB. This presentation included small and large scale system analysis as well as team building practices. Information provided included:

- The 5 Why's - Problem-solving and decision-making
- The Theory of Constraints.
- The Iceberg visual metaphor: about the difference between Cause & Effect.
- The Spider-web visual metaphor: about using a Systems Approach.
- The Collective Impact Approach: about using a Systems Approach to planning.

General discussion and Q&A was had with the CHSAB

## **Human Services Budget Review and Recommendation**

Mrs. Knight gave a presentation to the CHSAB on the general budget for the Human Services Category of the Monroe 2020 and 2021 pervious budgets.

The Mayor is currently collecting data for the 2022 budget and looking for input from the CHSAB for the upcoming year.

Discussion ensued and the recommend action to the Mayor will be voted upon at an upcoming meeting.

# COMMUNITY HUMAN SERVICES ADVISORY BOARD

August 19, 2021



## STAFFMEMBER REPORTS

Mr. Alcorn shared that KSA was in the process of continually collecting data while continuing through the process towards the presenting the findings.

## ADJOURNMENT

At 7.58 pm Chair Pro-tem Balk made the motion to adjourn. Board Member Bloss seconded. Motion carried: 8/0.



	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021
--	--------------	---------------	------------	------------	----------	-----------	-----------	-------------	----------------	--------------	---------------	---------------

Apply for Transit Go (grant) program												
Provide information about services to remain housed, financial training, and incentives for businesses to hire employees with entry level skills, information about mental and behavioral health services.	X	X	X	X	X	X	X	X				
Work with partners to develop and promote annual "human services days" set up like a vendor show.												
Standardize Case Management Action Planning												
<b>C. Prevention</b>												
Develop education and outreach communication plan	O	X	X	X	X	X	X					
Poverty 101 Trainings												
Crisis Response Trainings												
Identify needs of homeless families	O	O	X	X	X	X	X	X				
Work with McKinney-Vento Family Liaisons in the Monroe School District to connect families with resources.	O	X	X	X	X	X						
<b>D. Public Safety</b>												
Promote Block Watch Program – residential and business buy in/ education/ communication – training & certification program								O				
Explore Mobile Medical Unit Outreach Program								X				
Identify partners to develop community court model						X	X					
Hire Probations Officer – <i>City Court Assessment</i>	O	O	O	X	X	X	X	X				
Explore Fee Revenue – <i>City Court Assessment</i>								O				
<b>E. Support Services</b>												
Coordinated Services – One Stop Shop – <i>City Strategic Plan</i>		X	X	X	X	X	X					
Facility Build Out ( <i>TBD/On Hold</i> )												
Implement local Shared Database System												
Establish Family Resource Center					X	X	X					

