



# Community Human Services Advisory Board

Regular Business Meeting  
Thursday, January 21, 2021, 6:00 PM  
Zoom Online Meeting Platform

**Chair**  
James Harrigan  
**Voting Members**  
Tony Balk Chair (Pro-Tem),  
Amber Mehta;  
Bryan Lipsky; Jim Bloss;  
Sarah Lundstrum, Jose Luis Nino  
de Guzman;  
Lynsey Gagnon, Aisha Sial;  
Bridget Tuttle; & Roger Evans  
**Members**  
Amy Plumb & Todd Strickler

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## 1. CALL TO ORDER

### 1.1 Virtual Participation Information:

The City Council meeting will be held virtually via Zoom Meeting. Due to the COVID-19 pandemic, and [Proclamation 20-28.14](#) issued by Governor Jay Inslee, in-person attendance is not permitted at this time.

Join Zoom Meeting:

- Click link:  
<https://us02web.zoom.us/j/81151102695?pwd=UzV3RnNSUmxqT2xuTDImMlIXa2U4UT09>
- Dial in: (253) 215-8782
- Meeting ID: 811 5110 2695
- Passcode: 068189

## 2. ROLL CALL

## 3. ANNOUNCEMENTS/PRESENTATIONS

- 3.1. Presentation about the Congregations for the Homeless housing programs and services with Mr. Ryan Murk. - (Rachel Adams) 3 - 4  
[Agenda Bill - Presentation and Discussion with Mr. Ryan Murk from Congregations for the Homeless on their housing programs and services . - Pdf](#)

## 4. PUBLIC COMMENTS

*(This time is set aside for members of the public to speak to the Community Human Services Advisory Board; Three minutes will be allowed per speaker.)*

## 5. CONSENT AGENDA

- 5.1. *Motion to approve the 01.07.2021 CHSAB Board Minutes* 5 - 9  
[CHSAB Minutes 1.7.2021](#)

## **6. UNFINISHED BUSINESS**

- 6.1. Duration of future CHSAB meetings. - (Rachel Adams) 10 - 11  
*Move to extend the duration of future CHSAB meetings from 90 minutes to 120 minutes.*  
[Agenda Bill - Motion to extend the duration of future CHSAB meetings. - Pdf](#)

## **7. STAFF/DEPARTMENT REPORTS**

- 7.1. City Administrator - (Deborah Knight)

## **8. ADJOURNMENT**



## AGENDA BILL

**Meeting Date:** January 21, 2021

**Staff Contact:** Rachel Adams, Project Management Consultant

**Department:** Executive

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**SUBJECT: Hear a presentation and ask questions about the Congregations for the Homeless housing programs and services.**

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**PREVIOUS DISCUSSION:**

*None*

**REQUESTED ACTION:**

Presentation Only

**POLICY CONSIDERATIONS:**

N/A

**DESCRIPTION/BACKGROUND:**

Mr. Ryan Murk is the Housing Program Coordinator with Congregations for the Homeless (CFH) based out of Bellevue Washington. Mr. Murk will be presenting to the CHSAB on the housing services and programs that CHF offers. CFH provides shelter and housing programs that serve single adult males. These individuals make up about 2/3 of the homeless population.

CFH provides a low barrier emergency shelter, a rotating shelter with wrap around services, and permanent housing. They provide a continuum of care that allows men to go from life on the streets to stable independent housing. CFH has helped 20,000 individuals since the program started in 1993. Many of the individuals who have taken advantage of these services have been able to gain long term stability never returning for further assistance. The goal of this agency is to drastically reduce homelessness, while creating a lasting positive impact on the community.

The rotating shelter model is supported by 12 “host churches” that allow those in need to access safe and warm sleeping environments. “Support churches” also assist by providing meals and donating items of need.

CHF has held meetings with several leaders of the Monroe faith community. There is a mutual interest in pursuing this model as a potential shelter option in Monroe after Covid19 restrictions are lifted.

City Staff reviewed the model with the City Attorney in the light of Boise v. Martin. In Boise v. Martin there were three shelters all hosted by churches. Two of the three shelters were full. The remaining shelter was also held in a church but additionally required the religious participation of clients to extend their stay. In this case the options for the homeless person was to be cited and fined for sleeping on the street and breaking the municipal codes, or be sheltered in a program that required religious participation. The case alleged that laws prohibiting people from sleeping outdoors within city limits amounted to cruel and unusual punishment and violated their rights under the [Eighth Amendment](#). The ruling of this case was in favor of Martin. Martin was compensated by the City of Boise for unjust fines in violation of 8th amendment rights. The City Attorney has determined the CFH model does not violate an individual's 8th Amendment rights because religious instruction is not required for participants to access shelter and services.

The Temporary Encampment Code has also been reviewed with the Faith Community leaders. In order for the churches to understand how to host a shelter in compliance with City code. This meeting shared information and gathered feedback about the regulatory requirements to participate in providing a temporary encampment including length of stays, public notices, and health and fire code compliance.

In 2020 City Staff explored several shelter site options, but none were viable to pursue for a stand alone location. The CFH model would enable a shelter to be created without having to first purchase a building. It would create a sheltering system with the cooperation of the faith community as a collaborative effort. This model has the flexibility to expand and serve more people if additional congregations were interested in hosting.

**FISCAL IMPACTS:**

None at this time

**TIME CONSTRAINTS:**

N/A

**ALTERNATIVES TO REQUESTED ACTION:**

N/A



# MONROE CITY COUNCIL

Regular Business Meeting  
Thursday, January 7, 2021, 6:00 PM  
Zoom Online Meeting Platform

## MINUTES

**Chair**  
James Harrigan  
**Voting Board Members**  
Tony Balk (Chair Pro-tem),  
Amber Mehta;  
Bryan Lipsky; Jim Bloss;  
Sarah Lundstrum, Jose Luis  
Nino de Guzman;  
Lynsey Gagnon, Aisha Sial;  
James Harrigan; & Roger Evans  
**Members**  
Amy Plumb & Todd Strickler

### 1 CALL TO ORDER

a) Virtual Participation Information:

The City Council meeting will be held virtually via Zoom Meeting. Due to the COVID-19 pandemic, and [Proclamation 20-28.14](#) issued by Governor Jay Inslee, in-person attendance is not permitted at this time.

Join Zoom Meeting:

- Click link: <https://us02web.zoom.us/j/89536855135>
- Dial in: (253) 215-8782
- Meeting ID: 895 3685 5135

### 2 ROLL CALL

Board Member Present

James Harrigan  
Tony Balk  
Amber Mehta  
Bryan Lipsky  
Jim Bloss  
Lynsey Gagnon  
Aisha Sial  
James Harrigan  
Roger Evans

Members Present

Amy Plumb  
Todd Strickler

Absent

Sarah Lundstrum  
Jose Luis Nino de Guzman

Staff/Presenters

Deborah Knight  
Tyler Christian  
Rachel Adams  
Mary Whal  
Sarah Jane Barrett

### 3 ANNOUNCEMENTS/PRESENTATIONS

a) **Presentation and Discussion with Ms. Sarah Jane Barrett from Catholic Community Services on their programs and services related to housing. - (T. Christian)**

Ms. Sarah Jane Barrett and Ms. Mary What gave a brief overview of CCS programs, organization, and mission. CCS is the outreach of the Catholic Church in Seattle, and employs staff and volunteers from many different backgrounds. It is not a requirement to be Catholic to receive services. CCS does work within a variety of communities.

Ms. Barrett is the Director of Housing Services for the NW Region. Ms. What is a network builder who connects people with CCS partners.

CCS offers recovery centers for addiction, remote telehealth services, children's outpatient mental health, adoption services, elderly care, volunteer senior services, legal services for immigration, and their "Prepares Program" which is pregnancy and parenting support system. CCS has also recently established a connection with the Monroe Court System through the embedded social worker with the defense.

Ms. Barrett and Ms. What shared information on different housing programs that CCS offers including short term stabilization solution, the rapid rehousing program, and permanent supportive housing where CCS pays portion of client's rent with intensive in-home case management. CCS also offers eviction prevention and single site housing like Claire's Place. Ms. Barrett and Ms. What also shared about the Monte Christo low-income housing site that has 10 units for chronically homeless clients.

Time was given for board member discussion. Topics included 211 and the duplication of CCS services in the Monroe community.

**4 PUBLIC COMMENTS**

*(This time is set aside for members of the public to speak to the City Council on any issue related to the City of Monroe; except any quasi-judicial matter subject to a public hearing. Three minutes will be allowed per speaker.)*

**5 CONSENT AGENDA**

a) **Minutes from CHSAB 12.17.2020**

*Board Member Balk made the motion to approve the 12.17.2020 CHSAB Meeting Minutes.*

*The motion was seconded by Board Member Harrigan  
Motion Carried : 9-0*

**6 UNFINISHED BUSINESS**

**a) CHSAB Review of the HPAC Housing Recommendations - (D. Knight)**

Ms. Knight led the discussion with the board on the HPAC housing recommendations and explained that the 2021 CHSAB work plan is divided up into the HPAC Categories. At the end of each category, the board will have an opportunity to discuss and review the HPAC recommendations.

Interim Chair Tuttle asked what can the City do?

-Ms. Knight gave some examples of what this board could recommend.

Board Member Bloss and Board Member Balk brought up different examples of Consortium models, specifically the Arch Program that they would like to see brought up because it seems like it is a successful model.

-Ms. Knight offered that if the board is interested in a housing coalition model it can be added to the schedule.

Interim Chair Tuttle requested to have a conversation with the Churches to talk about implementing the CCS model.

Board Member Sial asked if the City would commit to funding the management and organization of those Churches?

-Ms. Knight responded that the board could research, prioritize, and make recommendations to Mayor and City Council to consider.

**b) CHSAB approval and adoption of the DRAFT 2021 CHSAB Schedule and Work Plan and its recommendation to the Mayor and Monroe City Council for approval. - (D. Knight)**

Ms. Knight reviewed the 2021 schedule and work plan that was previously presented with the board. The board had previously requested another opportunity to review the schedule and work plan.

*Board Member James Harrigan moved to approve the 2021 CHSAB Schedule and Work Plan and the recommendation that it be brought before the Mayor and City Council for consideration.*

*The motion was seconded by Board Member Bloss*

*Motion Carried: 9-0*

**7 NEW BUSINESS**

**a) Elections of the 2021 CHSAB Chair and Chair Pro-tem. - (D. Knight)**

Ms. Knight reviewed the nominations from the December 17, 2020 meeting for Board Member Harrigan to assume the role of CHSAB Chair, and Board Member Balk to assume the role of CHSAB Chair Pro-tem. There was no additional nomination from the board for these roles.

*Interim Chair Tuttle made the motion to Elect James Harrigan for the role of 2021 CHSAB Chair and Tony Balk to the role of 2021 Chair Pro-tem.*

*The motion was seconded by Board Member Bloss  
Motion Carried: 9-0*

## **8 STAFF/DEPARTMENT REPORTS**

### **a) City Administrator - (D. Knight)**

#### **Staff Reports:**

Ms. Adams updated the CHSAB on currently drafting a Year End Report and a meeting next week with the group writing the RFP for the Asset Mapping. Ms. Adams is looking into a group called “Facing Homelessness”. Ms. Adams also reminded those of who attended the WeAreMonroe Story workshop to submit stories and photos for the campaign.

Mr. Christian made mention of the new agenda build software the City has started using and the differences in the appearance of the agenda materials. The City is still working through the process and transition.

## **9 BOARDMEMBER REPORTS**

- a) Chair Harrigan is excited to begin work as the Chair of the CHSAB, and expressed his gratitude for the opportunity. Chair Harrigan referenced the recent headlines and expresses gratitude for being part of a community that is engaged and cares. He advises to stay optimistic and positive and keep talking to each other.

Board Member Bloss reminded Chair Harrigan about the good people he will be working with and that his comment is what he would expect from a good leader. Board Member Bloss believes “we’ve got the right guy.”

Member Strickler congratulates Chair Harrigan and Chair Pro-tem Balk and assures them that they will get great support from staff.

Member Plum reported on a Humanistic Policing Conference LAPD that might be of interest to the group and put the link in chat.

Board Member Mehta posted a link in chat for Monroe Inclusive Collective. The group will be presenting for the Executive Committee of the School Board.  
<https://www.facebook.com/mic.inclusive.monroe/>  
<https://micinclusivemonroe.wixsite.com/visit>

Chair Pro-tem Balk shares that he is glad that Chair Harrigan is stepping up and that he is happy to help.

Board Member Gagnon updated the group that VOA in collaboration with local partners in the Sky Valley has submitted an East County Coordinated Entry RFP application to Snohomish County. She also gave a shout out to Board Member Evans for his support at the Sky Valley Cold Weather Shelter.

Board Member Sial gave an update that M. Ejaz Sial has applied and was nominated for the open position on the School Board. She shared about the work that she is also doing on the sounding board for the Visioning Monroe group and asked for more voices “prioritizing people over property”.

Board Member Tuttle shared that in response to a Facebook post, Take The Next Step set up a new fund to help people with rent. An example of people in the community helping others in their time of need.

## **10 ADJOURNMENT**

- a) Board Member Bloss made the motion to adjourn, the motion is seconded by Chair Pro-tem Balk. Motion carried: 9-0.

Meeting adjourned at 7:35pm.



# AGENDA BILL

**Meeting Date:** January 21, 2021

**Staff Contact:** Rachel Adams, Project Management Consultant

**Department:** Executive

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**SUBJECT: Motion to extend the duration of future CHSAB meetings.**

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**PREVIOUS DISCUSSION:**

08/20/2020; 12/17/2020; 01/07/2021

**REQUESTED ACTION:**

Move to extend the duration of future CHSAB meetings from 90 minutes to 120 minutes.

**POLICY CONSIDERATIONS:**

*It is the responsibility of this board to advise the Mayor and City Council on Human Service Policy issues, and to monitor and review City programs and policies. In order to effectively do this, the board must be allowed adequate time to fully discuss important and complex topics with Subject Matter Experts and amongst themselves.*

**DESCRIPTION/BACKGROUND:**

In the resolution establishing this board, item D.1 lays out that "The CHSAB will meet regularly on the third Thursday of each month at 6pm at the City Council Chambers of Monroe City Hall. The CHSAB shall also meet at such additional times as may periodically be directed by the City Council". At the August 20, 2020 CHSAB meeting the board agreed to meet on the first Thursdays of the month.

The duration of the CHSAB meetings was also discussed at the August 20th meeting. At that time, the board decided that their meetings should be 90 minutes. This decision has been revisited several times now with the question being posed to the board to consider extending the meeting duration to 120 minutes. This extended duration would allow for more discussion time.

At the January 7, 2021 meeting the board approved the schedule and work plan for the year 2021. The board also elected James Harrigan into the role of Chair of the CHSAB. Chair Harrigan suggested the board revisit the subject of meeting duration the following meeting on January 2, 2021.,

**FISCAL IMPACTS:**

No fiscal impact at this time.

**TIME CONSTRAINTS:**

If approved this action would take effect for the February 4, 2021 regular CHSAB meeting.

**ALTERNATIVES TO REQUESTED ACTION:**

Do not approve a motion to extend the duration of the CHSAB meetings.  
Propose an alternative meeting duration.