



Human Services Work Report March and April 2023



Policy, Budget & Public Safety:

Community Human Services Advisory Board (CHSAB)

The Mayor and City Staff have conducted interviews and City Council has confirmed the appointment of two returning members to the board. Jim Bloss and Roger Evans were both selected to serve another term as members of the CHSAB.

This action enabled the CHSAB to reach quorum and on March 2, 2023, the CHSAB approved the 2023 work plan, elected this year's Chair-person, James Harrigan, and Chair Pro-tem Marci Scott-Weis. At this meeting the board also allocated the remaining mental and behavioral matching funding from the Snohomish County Partnership Proposal:

- The Evergreen Health Foundation was awarded an additional \$14,034.32 to continue funding the Social Worker dedicated to providing mental health evaluations.
- The Monroe Community was awarded \$3,707.18 to continue providing free one-on-one mental health counseling to Monroe seniors.
- Scooter's Place was awarded another \$39,472.62 to support their Adaptive Riding Therapy.
- And \$18,535.89 to Take the Next Step to continue providing one-on-one counseling sessions at no cost to participants.

On March 16, 2023. The board heard from Kate Tourtellot, City Planning Manager, who presented on the housing allocation methods for affordable housing. The board also reviewed the 2022 Human Services Final Report. This report was also presented to the City Council on April 11, 2023. At this meeting the Community Human Services Advisory Board (CHSAB) began to discuss the priorities for funding of the 2023/2024 Human Services Awards. The board requested information regarding expiring human services grant funds and grant funded human services program outcomes. This information will be used to guide their decisions on criteria for the 2023/2024 Human Services Awards. The CHSAB is seeking to ensure that the human services awards are distributed in a way that maximizes their impact and benefits the community. This information will help the board make informed decisions about the 2023/2024 priorities for funding.

In April the board only had one meeting due to Spring Break and Holidays. On April 20, 2023, the board heard from April Provost from Ideal Option who presented to the board a transportation pilot program that would be made available for the Sky Valley through a Health Resources and Services Administration (HRSA) grant. Ms. Knight also gave a presentation on the 2024 Comprehensive Plan update process.

Public Safety Committee

In Early March Human Services was added to the City of Monroe Public Safety Committee as a topic falling under their in their purview. This Committee is made of three City Council Members



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Kyle Fisher, Heather Fulcher and Kirk Scarboro. The primary purpose of the Public Safety Committee is to review and advise upon matters of policy assigned by the City Council involving public health, welfare, and safety; including issues related to police, emergency management, public defense and prosecution, municipal court, nuisance abatement, and code enforcement issues.

Latinx Advocacy Day at this year's Legislative Session

The Mayor and City staff met with Eliana Haffner, Program Manager of SeaMar, to discuss legislative issues that the organization has been advocating for on behalf of the Latinx community. SeaMar is a nonprofit organization that provides health and human services to underserved communities in the Pacific Northwest, including many Latinx individuals and families. The organization has been a vocal advocate for a range of legislative issues, including immigration reform, access to healthcare, and equitable education funding.

During the meeting, Ms. Haffner discussed some of the key legislative priorities that SeaMar has been advocating for, including the need for more support and bilingual information for families who are navigating mental health or substance use disorders. The Mayor and City staff listened to these concerns and expressed their support for the organization's efforts. By continuing to engage in constructive dialogue and collaboration, we can better understand the needs of the community and work together to find effective solutions.

Business Resource Flyer

The City of Monroe has worked with a team of communication consultants to develop the content for a tool for our local business community. The intent is to provide a resource to educate business owners on available resources that can be called upon for issues like encountering someone behaving aggressively, sleeping in a doorway, or experiencing a mental health crisis.

The Business Resource Flyer has been reviewed by the Economic Development Advisory Board (EDAB), the Public Safety Committee and the CHSAB.

Police Chief Jeff Jolley and Human Services Coordinator Rachel Adams will personally deliver the brochure to business owners to provide an opportunity to answer questions.



Human Services Work Report March and April 2023



Trespassing Panhandling Unlawful Camping



#WeAreMonroeWA

WASHINGTON



Monroe Community Outreach Team

In a unique partnership, a city police officer, the city's Human Services program manager and a Snohomish County social worker proactively engage with people who experience chronic homelessness and connect them to resources, medical assistance, substance abuse treatment, housing, and rides to appointments.

Monroe Police Chief Jeff Jolley

360-863-4578 | JJolley@monroewa.gov

Rachel Adams, Human Services Coordinator

360-913-4817 | RAdams@monroewa.gov

Elisa Delgado, Social Worker

425-293-3808 | Elisa.Delgado@co.snohomish.wa.us

Frequently Asked Questions for Monroe Businesses

Ways to help those in need:

- Offer a care kit, food item, and/or water;
- Donate and/or volunteer with organizations who support people with housing and mental health needs.



RESOURCES

open d
mon-fri 9a
sat-sun 9a

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Frequently Asked Questions

For Monroe Business

What is panhandling and is legal in Monroe?

Panhandling traditionally refers to asking (solicitation), begging, requesting, or pleading for money in-person and in a public place. Monroe Municipal Code (MMC 9.35) regulates solicitation, such as panhandling, and prohibits it including, but not limited to, the following situations:

- No solicitation can be made to pedestrians on any public right-of-way or city property after sunset or before sunrise;

- No solicitation can occur on private property without the permission from the owner or occupant thereof;
- No solicitation can occur on any public right-of-way or city property within twenty feet of any facility or designated location that is owned, operated, or maintained by a municipality within the state;
- No solicitation is allowed at on-ramps or off-ramps to a state route or interstate highway.

How should I report aggressive panhandling?

If you, your employee(s), or customer(s) feel threatened or harassed by a person panhandling or the person is blocking your movement on your business or private property, please call 9-1-1.

When reporting aggressive panhandling, provide as much detail as you can to the dispatch operator including the specific location (name and address of business), description of the aggressive panhandler (gender, clothing, behavior), and a call-back number to reach you.

What if my employees, customers, or I feel unsafe because someone is acting erratically in my business or on my property?

Please call 9-1-1 to report someone who may be in crisis or under the influence of alcohol or drugs. Manage the situation respectfully, but do not confront the person. Provide as much detail to the emergency dispatcher such as the description of the person, their behavior, and why you are concerned or fearful.

Your business is an essential part of our community.

Our City's aspirational vision statement underscores the importance of having a historic downtown and other business districts that are thriving and full of locally owned businesses. We want to ensure that our residents and visitors can find everything they need with choices for work, dining, shopping, arts, and activities. It's important that we support gathering spaces, including businesses. It's critical that Monroe is a safe place for all where everyone is feels at home and feels they belong.

Your business is essential in delivering on this vision. While you're there for us, we're here for you.

One way we are there for you is in responding to situations where people are living without a home, are in crisis, or are without jobs. We respond to these situations with our Police Department's community outreach team, our Human Services Department staff, and other partners.

With a variety of federal and state court cases and changes in state laws, cities have frequently had to change their response to these situations. The seemingly everchanging landscape of do's and don'ts can prove frustrating to all involved to say the least. This FAQ is meant to provide you with the most up-to-date information on what you and the City can do to respond to these situations.

What is the process to trespass a person from my business or my property?

Trespassing is broadly defined as entering or remaining unlawfully in or upon the premises of another when not licensed, invited, or otherwise legally privileged to do so. The Monroe Police Department enforces trespassing in accordance with its municipal code (MMC 9.10.140) and State laws (RCW 9A.52).

Should someone trespass on your business or your property, please report it to 9-1-1. Typically, the responding police officer will give the trespasser a written warning. As a follow up, you can file a Trespass Letter of Consent with the Monroe Police Department that gives police officers permission to enforce trespassing laws on your behalf, even if you are not there. To download the form, go to MonroeWA.gov and search Trespass Letter of Consent.

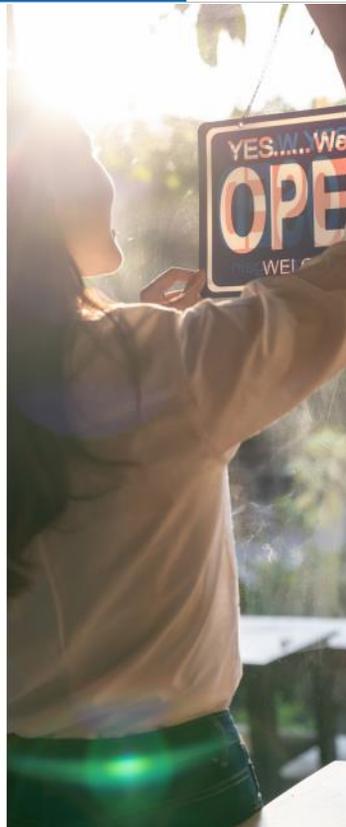
You may revoke the Trespass Letter of Consent by contacting the Monroe Police Department at pdrecords@monroewa.gov.

What if someone is sleeping outside my business, blocking the entrance or sidewalk?

Please show kindness and compassion. Offer the person a care kit, food item and/or water. Respectfully ask them to leave your business premises. Don't be confrontive but be firm. If the person becomes confrontive, inform them that you will call 9-1-1. Leave the area and call for police assistance.

How do I report unlawful camping in a city park or other public space, like a sidewalk?

If you see a tent or group of tents in a public city park or public space such as a sidewalk, please call the Human Services Coordinator at 360-913-4817. The City's Community Outreach Team will be notified and respond.



How can I help someone in need?

It may feel like the "right thing to do" by giving money to people with "Help Me" signs. Offering cash provides only a very short-term intervention for one person who may or may not be homeless. Instead of giving money to a person, please consider donating your time or money to a local human services organization. A list of these can be found at MonroeWA.gov (Search: How to Help).

How is Monroe helping people in crisis and residents who are unhoused?

Since 2014, the City of Monroe has developed new partnerships and tools to respond to residents who are in crisis or are unhoused. These tools are consistent with federal and state court decisions and changes in state laws and include arrest and potential incarceration. The following additional tools have been successful at reducing the likelihood that someone is rearrested or reincarcerated:

- Monroe's Community Outreach Team connects personally with people in need. (See back panel)
- Monroe Municipal Community Court provides social and human service support to individuals charged with low-level quality of life crimes.
- Community-based organizations help people find food, emergency shelter, drug treatment, and mental health counseling.
- Mobile Mental Health Program (Sky Valley Resource Center/Sultan) connects crisis care professionals with first responders who are assisting persons experiencing acute mental or behavioral crisis.
- McKinney Vento Act Program helps children and youth whose families are experiencing loss of housing to enroll and succeed in school.
- EvergreenHealth Monroe Recovery Center's Scholarship Bed Program supports un- and under-insured Monroe residents who need substance abuse assistance.



Human Services Work Report March and April 2023



Prevention, Housing, Partners & Support Services:

Monroe Cold Weather

On March 15, 2023, the Monroe Cold Weather Shelter closed for the season. The shelter was open for a record-breaking 69 nights, providing a safe and warm place to sleep for 75 unhoused community members during the coldest nights of the year.

The Cold Weather Shelter is an essential service for the community, especially for those who do not have access to safe and warm housing during the winter months. The shelter provides a temporary refuge for individuals who may otherwise be forced to sleep on the streets or in other dangerous and unhealthy conditions.

The record-breaking 69 nights of operation is a testament to the dedication of the shelter staff and volunteers who work tirelessly to ensure that the unhoused community members are safe and comfortable during their stay. The shelter also received support from the community, with donations of food, clothing, and other essential supplies helping to make the shelter a success.

The dedication of the shelter staff, volunteers, and community supporters is greatly appreciated and helps to make a meaningful difference in the lives of those who are most vulnerable.



EAST COUNTY COLD WEATHER SHELTERS END OF SEASON REPORT

NOV 1, 2022-MARCH 15, 2023

How have the Cold Weather Shelters helped you?

"It gave me a warm place and hot food."

"Allowed me time to rest before work and have a meal, as well as much needed shower."

"Kept me off the street for a night."

Total nights open: 69

MONROE COLD WEATHER SHELTER

Total individuals served	75	Total volunteer service hours	710
Total bed nights*	638	Total volunteers	25

The East County Cold Weather Shelters open on nights forecasted to reach 34 degrees or below. For many that utilize the shelters, it saves their lives on the coldest nights of the year. Our doors open at 8pm and include a warm meal, basic need essentials such as hygiene items and winter wear like socks, gloves, warm hats and gloves.

*"Thank you greatly for what you do for the homeless community."
~shelter guest*

SNOHOMISH COLD WEATHER SHELTER

Total individuals served	115	Total volunteer service hours	166
Total bed nights*	760	Total volunteers	23

*Bed nights are the total number of beds we provided through the season that were occupied.

Thank you to our partners and major donors:
(without you, our shelters wouldn't be possible!)

Snohomish County Human Services
New Hope Fellowship Church
Snohomish Evangelical Free Church
City of Monroe
City of Snohomish
First Presbyterian Church of Snohomish
Rotary Club of Monroe Foundation
EvergreenHealth Monroe

...plus countless community members and individuals!



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Mobile Mental Health

The Mobile Mental Health Program is set to launch in the Sky Valley area next month, thanks to funding from the City of Monroe, City of Sultan, Snohomish County, The Association of Washington Cities and Congresswoman Suzan DelBene's Community Projects funding. The program is now fully staffed and will provide a dedicated social worker or mental health provider for the area for a period of four years.

The Mobile Mental Health Program aims to assist first responders when they encounter an individual experiencing a mental health crisis. The dedicated mental health provider will be able to provide front-line mental health services and resource navigation to individuals in need, as well as act as a bridge between the client and their family members to ensure that the client receives the care they require.

The program is a crucial step in addressing mental health concerns in the Sky Valley area, and will provide much-needed support for individuals and families who may be struggling with mental health issues. By partnering with first responders, the program will be able to provide timely and effective assistance to individuals in crisis.

Monroe This Week Stories

March 31, 2023

I am pleased to announce that the City of Monroe is seeking an organization to administer SHB1406 funds to assist Monroe residents with rental assistance. These funds are restricted to residents at or below 60% of the median income and are aimed at overcoming the barriers of first and last months' rent and deposit, or preventing eviction.



The City has a total of \$120,792 available as of December 31st, 2022, with yearly receipts capped at \$45,540. To ensure the success of this program, we are seeking to partner with a capable organization for a three-year contract to distribute \$70,000 per year.

The Request for Proposal (RFP) application process will begin on March 29, 2023, and we encourage all interested parties to visit the bid posting on our [website](#) to find out more information. As a City, we remain committed to facilitating and coordinating human service programs in Monroe, and this is another way that we can support our community.



Human Services Work Report March and April 2023



Local Human Service Events Calendar

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	VOA 211 Outreach Advocate Brandi Lafave at SVDP 10am-2pm			VOA 211 Outreach Advocate Brandi Lafave at SVDP 1pm-5pm		
	Sky Valley Foodbank 3pm-5pm		Sky Valley Foodbank 9am-11am		Humanity First Foodbank at Baitul Ehsaan Mosque noon- 1:00pm	
TTNS Outreach Team	DV Advocate at MPD	TTNS Outreach Team		TTNS Outreach Team		
	MPD Outreach Team	MPD Outreach Team		DV Advocate at MPD		
		Hot Food Event 12pm-1pm at the Library	Hot Food Event 12pm-1pm at the Library		Hot Food at New Hope Fellowship Church 9am-10am	
		TTNS Community Dinner			Feed My Sheep at New Hope Fellowship 9am-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	Food Gleaning 9:30am-11am at Foothills Foursquare Church	
VOA Showers 2pm-6pm		VOA Showers 2pm-6pm			Laundry Services 9am-10am at New Hope Fellowship	Laundry Services 9am-10am at New Hope Fellowship

Awardee	Source	Award Date	Program/Description	Award	Reimbursed	Expiration
Boys and Girls Club	ARP	01/2022	Scholarships	\$14,975.00	\$14,975.00	10/2024
Beck's Place	HSA22	12/2022	Foster boarding program	\$33,500.00	\$0	12/31/2023
EvergreenHealth Recovery Center	ARP	01/2022	Detox and inpatient treatment for uninsured Monroe residents	\$66,000.00	\$62,426.00	10/2024
EvergreenHealth Recovery Center	SCPP	12/2022	Detox and inpatient treatment for uninsured Monroe residents	\$66,000.00	\$0	12/2023
EvergreenHealth Recovery Center	AWC/ARTG	12/2022	Detox and inpatient treatment for uninsured Monroe/Sultan residents	\$66,000.00	\$0	6/2023
EvergreenHealth Monroe Foundation	ARP	09/2022	Social Worker providing mental health evaluations	\$15,900.00	\$15,900.00	10/2024
EvergreenHealth Monroe Foundation	SCPP	02/2023	Social Worker providing mental health evaluations	\$14,034.32	\$0	12/31/2023
Heather's Hope Communities	ARP	01/2022	Group home for McKinney Vento families	\$75,500.00	\$0	10/2024
Housing Hope	ARP	09/2022	Support services for 62 families enrolled in the services program	\$77,433.50	\$23,470.60	10/2024
Kiwanis Club	ARP	09/2022	Book bags for 2 nd /3 rd grade kids below reading level	\$8,366.50	\$7,915.47	10/2024
Melanie F. Ryan Coaching and Consulting	ARP	09/2022	Change agent classes	\$80,00.00	\$0	10/2024
Miracles and Memories Academy	ARP	01/2022	Expanding childcare services for children with cognitive disabilities	\$69,025.00	\$69,025.00	10/2024
Miracles and Memories Academy	HSA22	12/2022	Funding the gap between state and local disability service provision	\$28,350.00	\$17,533.60	12/31/2023
Monroe Community Senior Center	ARP	01/2022	Staff hazard pay	\$7,000.00	\$7,000.00	10/2024
Monroe Community Senior Center	ARP	01/2022	Free mental health one-on-one counseling for seniors	\$8,400.00	\$6,739.50	10/2024
Monroe Community Senior Center	SCPP	02/2023	Free mental health one-on-one counseling for seniors	\$7,907.18	\$0	12/31/2023
Monroe Gospel Women's Mission	ARP	09/2022	Emergency food and housing	\$91,600.00	\$0	10/2024
Monroe School District	ARP	01/2022	Behavioral health software	\$14,000.00	\$0	10/2024

Awardee	Source	Award Date	Program/Description	Award	Reimbursed	Expiration
Monroe School District	SCPP	12/2022	Behavioral health software	\$14,000.00	\$0	12/31/2023
Monroe Public Schools Foundation	ARP	01/2022	STEM kits	\$5,000.00	\$4,928.03	10/2024
Monroe Public Schools Foundation	ARP	09/2022	Current issues kids library resources	\$7,059.08	\$7,059.08	10/2024
Rotary Club	ARP	09/2022	Community organization grants	\$43,500.00	\$0	10/2024
Scooter's Place	ARP	01/2022	Adaptive riding therapy program for veterans	\$104,770.00	\$104,770.00	10/2024
Scooter's Place	SCPP	12/2022	Adaptive riding therapy program for veterans	\$99,522.62	\$34,253.79	12/31/2023
Sherwood Community Services	ARP	09/2022	Disability services and vocational outreach and engagement	\$27,750.92	\$18,026.45	10/2024
St. Vincent de Paul	ARP	01/2022	Safe parking program for McKinney Vento families	\$27,500.00	\$6,200.00	10/2024
St. Vincent de Paul	ARP	09/2022	Resource center director	\$61,500.00	\$26,967.27	10/2024
St. Vincent de Paul	HSA22	12/2022	Computers, bilingual staff, offsetting rent for service providers at Resource Center	\$28,500.00	\$0	12/31/2023
Take the Next Step	ARP	01/2022	Ventures beginning business training	\$39,200.00	\$34,200.00	10/2024
Take the Next Step	ARP	01/2022	Laundry vouchers	\$2,000.00	\$2,000.00	10/2024
Take the Next Step	ARP	01/2022	Maintaining service levels	\$15,000.00	\$15,000.00	10/2024
Take the Next Step	ARP	09/2022	Program staffing	\$72,000.00	\$0	10/2024
Take the Next Step	ARP	01/2022	Mental health group classes	\$30,000.00	\$5,500.00	10/2024
Take the Next Step	SCPP	12/2022	Mental health group classes	\$30,000.00	\$0	12/31/2023
Take the Next Step	ARP	09/2022	Mental health one-on-one sessions	\$63,000.00	\$0	10/2024
Take the Next Step	SCPP	09/2022	Mental health one-on-one sessions	\$18,535.89	\$0	12/31/2023
Take the Next Step	ARP	01/2022	Sports scholarships	\$12,000.00	\$8,850.00	10/2024
The Hand Up Project	ARP	09/2022	Hotel respite program for McKinney Vento families	\$207,997.00	\$115,250.92	10/2024
Volunteers of America	ARP	01/2022	ECEAP	\$75,500.00	\$0	10/2024

Awardee	Source	Award Date	Program/Description	Award	Reimbursed	Expiration
Volunteers of America	SCPP	05/2022	Mobile Mental Health (50% match: 30K/30K Sultan and Monroe)	\$60,000.00	\$0	12/31/2023
Volunteers of America	AWC/ARTG	12/2022	Mobile Mental Health	\$60,000.00	\$42,522.96	6/2023
Volunteers of America	SAMHSA	12/2022	4 years ongoing funding Mobile Mental Health	\$480,000.00	\$0	Contracting in progress
Monroe/Sky Valley YMCA	ARP	01/2022	Childcare staff retention	\$34,775.00	\$34,775.00	10/2024
Monroe/Sky Valley YMCA	ARP	01/2022	Camps	\$153,650.00	\$25,444.00	10/2024
Monroe/Sky Valley YMCA	HSA22	12/2022	Leaders Club	\$9,650.00	\$4,239.38	12/31/2023



COMMUNIUTY HUMAN SERVICES ADVISORY BOARD

Regular Business Meeting
Thursday, March 2, 2023, 6:00 PM
Hybrid Meeting Platform

CHAIR
James Harrigan
VOTING MEMBER
Megan Wirsching
Lynsey Gagnon
Tony Balk
Marci Scott-Weis
Paul Stayback

MINUTES

1 CALL TO ORDER

Meeting Participation Information:

Pursuant to Council Rules of Procedure and the 2022 Open Public Meetings Act update, the Monroe Community Human Services Advisory Board meeting will be held in a hybrid format. Boardmembers, staff, and members of the public may participate in the Community Human Services Advisory Board meetings both in-person and remotely.

In-person:

Monroe Public Works Building
769 Village Way
Monroe, WA 98272

Join Zoom Meeting

[Click Here](#)

Meeting ID: 863 8154 1625

Passcode: 152780

The March 2, 2022, Community Human Services Advisory Board (CHSAB) meeting was called to order at 6:01PM by Chair Harrigan. Ms. Rachel Adams facilitated the roll call.

2 ROLL CALL

Attendees:

Boardmembers:

James Harrigan

Megan Wirsching

Tony Balk

Marci Scott- Weis

City of Monroe:

Rachel Adams

Deborah Knight

Zach Humphreys

Members:

Presenters:

Absent:

Community Members:

3 PUBLIC COMMENTS

No comments.

4 CONSENT AGENDA

a) **Minutes from January 19, 2023**

Board Member Tony Balk motioned to approve the 1.19.2023 CHSAB Meeting Minutes. Board Member Marci Scott-Weis seconded. Motion carried: 4/0

5 UNFINISHED BUSINESS

a) **Approve the DRAFT 2023 CHSAB Schedule and Work Plan Rachel Adams**

Rachel Adams introduced the Draft 2023 CHSAB Schedule & Work Plan. Board members discussed the schedule & work plan. Board Member Tony Balk motioned to approve the Draft 2023 CHSAB Schedule & Work Plan. Board Member Megan Wirsching seconded. Motion carried 4/0

b) **Elections of the 2023 CHSAB Chair and Chair Pro-tem Deborah Knight**

Rachel Adams suggests that the Board takes action to elect a CHSAB Chair and Chair Pro-tem. Rachel Adams reviews the ballot. Board Member Tony Balk motioned to close the nominations of Board Member James Harrigan for CHSAB Chair and Board Member Marci Scott-Weis for CHSAB Chair Pro-tem. Board Member Megan Wirsching seconded. Motion carried 4/0.

James Harrigan is elected CHSAB Chair. Marci Scott-Weis is elected CHSAB Chair Pro-tem.

c) **Snohomish County Partnership Proposal Award for Round Two Applicants Rachel Adams**

Rachel Adams requested that the Board take action on allocating funds to the awarded applicants. Chair Pro-tem Scott-Weis informed the Board that they were on the board of Take the Next Step. Board Member Megan Wirsching informed the Board that they are employed at Evergreen Health Monroe. The

budget was discussed, reviewed, and clarified by the board and staff present. Board members proposed ideas of how to equitably distribute the awarded funds and recommended that the Board reach out to awardees to update and motivate them to begin submitting reimbursements to CHSAB. The Board unanimously agreed to this plan.

6 NEW BUSINESS

a) DRAFT RFP for SHB1406 Funding Rachel Adams

Rachel Adams introduced the draft RFP and answered the board's questions and clarified the timeline. Deborah Knight, City Administrator, suggested that the board use its discretion to determine the deadline.

The Board discussed the scoring criteria. After discussion, Rachel Adams informed the board that she would look into making revisions to the criteria to help differentiate and clarify responses.

The Board discussed how to interact with and support outside and local human service organizations.

Deborah Knight informed that staff would take the feedback given by the Board, make the necessary changes to the draft RFP, and bring the draft back to CHSAB at the next meeting. Rachel Adams added that she would connect with services to find out more data about displacement risk and other metrics.

7 BOARDMEMBER REPORTS

CHSAB Chair Pro-tem informed the board that they attended the Affordable Housing Breakfast Forum. The presentations were compelling.

CHSAB Chair Harrigan informed the board that they were always open to hearing suggestions from other board members regarding their role as Chair of CHSAB.

8 STAFF/DEPARTMENT REPORTS

Deborah Knight, City Administrator, informed the board that the City Council took action to assign Humans Services to the Public Safety Committee's existing assignments under Council Rules of Procedure Section 17.4(B).

Deborah Knight, City Administrator, informed the board that MRF Coaching & Consulting has DEI training that is free and open to all Monroe community members.

Rachel Adams informed the Board that she would bring back the Draft RFP for SHB1406 Funding and that there would be a discussion about the Comprehensive Plan scheduled for the next CHSAB meeting on March 16th.

9 ADJOURNMENT

Majority vote to extend past 8:00 p.m.

Next Meeting **March 16, 2023**, at 6:00 p.m.

The CHSAB March 2, 2023 meeting was adjourned at 7:20PM.



COMMUNIUTY HUMAN SERVICES ADVISORY BOARD

Regular Business Meeting
Thursday, March 16, 2023, 6:00 PM
Hybrid Meeting Platform

CHAIR
James Harrigan
VOTING MEMBER
Megan Wirsching
Jim Bloss
Tony Balk
Marci Scott-Weis

MINUTES

1 CALL TO ORDER

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2 ROLL CALL

Attendees:

Board Members:

James Harrigan
Jim Bloss
Tony Balk
Marci Scott-Weis

City of Monroe:

Deborah Knight
Rachel Adams
Zach Humphreys

Presenters:

Kate Tourtellot

3 PUBLIC COMMENTS

No comments.

4 CONSENT AGENDA

a) Minutes from 3/2/2023

Board member Tony Balk motioned to approve the 3.2.2023 Community Human Services Advisory Board (CHSAB). Board member Jim Bloss seconded: Motion carried: 4/0

5 ANNOUNCEMENTS/PRESENTATIONS

a) Initial 2044 Housing Allocation Methodology Options - Kate Tourtellot

Kate Tourtellot, City Planning Manager, presented on housing allocation methods for affordable housing. Ms. Tourtellot gave a brief overview of the Growth Management Act (GMA) and affordable housing already present in Monroe. She then presented on House Bill 1220 and explained the three allocation methods. She then informed the CHSAB that the City Council approved Community Development to present the Hybrid Allocation Method to Snohomish County.

Board members commented and discussed the three allocation methods and housing options for the City of Monroe to consider in the future.

6 UNFINISHED BUSINESS

a) DRAFT RFP for SHB1406 Funding - Rachel Adams

Rachel Adams, Human Services Coordinator, informed the CHSAB that she took the feedback given by the CHSAB from the 3.2.2023 board meeting and revised the draft Request for Proposal (RFP) for SHB1406 funding. Ms. Adams presented the revised draft RFP. Adams asked the CHSAB for questions.

Board member Balk asked city staff to see a cost ratio between preventing homelessness and providing first last and deposit from the service providers for the best use of the funds. Adams acknowledged Balk's request and informed him that she would research this topic and follow up.

Board member Bloss motioned to approve the draft RFP for SHB1406 funding given that after a vote the draft RFP would be amended to include a requirement of proof that the awardee is financially stable. Board member Scott-Weis seconded. The motion carried 4/0.

7 NEW BUSINESS

a) **Heather's Hope Communities, Change of Scope Request for their 2022 ARP Award - Rachel Adams**

Rachel Admas, Human Services Coordinator, explained to the CHSAB board why Heather's Hope Communities changed the scope request for their 2022 American Rescue Plan (ARP) award. Ms. Adams explained to the CHSAB board how the new request must be approved by the CHSAB board so that the request can move to the city council.

Board member Bloss motioned to approve Heather's Hope Communities change of scope request for their 2022 ARP award. Board member Scott-Weis seconded. Motion carried 4/0.

8 DISCUSSION ITEMS

a) **2023/2024 Human Services Awards Discussion - Rachel Adams**

Rachel Adams, Human Services Coordinator, explained to the board how the City of Monroe transitioned to a biennial budget and that appropriations were made accordingly for Human Service. Ms. Adams requested that the board consider the CHSAB board's funding priorities for the next two years.

Ms. Adams presented some concerns the board may have. The presented concerns are as follows:

- Desired timing of the notice of funding availability.
- The amounts of the Human Services Awards for 2023 and 2024.
- The CHSAB board may also wish to revisit the criteria and priorities for funding.

Board members asked questions, and discussed the concerns brought to their attention.

Several items came from this discussion. The CHSAB board agreed that they would like to use "check-in" meetings with award recipients as a way to collect information on:

- the impact that ARP funds had on the community.
- additional services that are coming into the Monroe community.
- a summary of funding from ARP.
- the timeline that current and past projects have/had.

The board also discussed having a future conversation about transit in the Skyvalley area.

9 BOARDMEMBER REPORTS

None.

10 STAFF/DEPARTMENT REPORTS

a) DRAFT 2022 Human Services Annual Report - Rachel Adams

Rachel Admas, Human Services Coordinator, presented and reviewed the annual report expressing hopes to send the report to the Monroe City Council in April.

Ms. Adams gave an update on the staff meeting with Volunteers of America (VOA) regarding the addition of a mental health clinician. Adams informed the board that VOA hired a clinician and that the mobile mental health program is about to start as a result.

Kate Tourtellot, City Planning Manager, informed the CHSAB board that the community kick-off for the 2024 Comprehensive Plan was going to be hosted at Park Place Middle School April 13th for the Monroe community.

Adams thanked Zach Humphreys, city executive intern, to the CHSAB board for taking CHSAB meeting minutes and for writing several Monroe This Week articles which inform that community how ARP funds are being used to support local human service partners.

11 ADJOURNMENT

CHSAB Chair James Harrigan moved to adjourn. Board member Balk seconded. The motioned carried 4/0. The meeting adjourned.

Next Meeting **April 6, 2023** at 6:00 p.m.



COMMUNIUTY HUMAN SERVICES ADVISORY BOARD

Regular Business Meeting
Thursday, April 20, 2023, 6:00 PM
Hybrid Meeting Platform

CHAIR
James Harrigan
VOTING MEMBER
Megan Wirsching
Jim Bloss
Tony Balk
Marci Scott-Weis
Roger Evans

MINUTES

1 CALL TO ORDER

Meeting Participation Information:

Pursuant to Council Rules of Procedure and the 2022 Open Public Meetings Act update, the Monroe Community Human Services Advisory Board meeting will be held in a hybrid format. Boardmembers, staff, and members of the public may participate in the Community Human Services Advisory Board meetings both in-person and remotely.

In-person:

Monroe Public Works Building
769 Village Way
Monroe, WA 98272

Join Zoom Meeting

[click here to join](#)

Meeting ID: 815 3973 9993

Passcode: 130825

2 ROLL CALL

Board Members present and establishing a Quorum at 6:06 PM:

James Harrigan
Jim Bloss
Roger Evans
Megan Wirsching (left the meeting at 7:45 PM)

Staff Present:

Deborah Knight
Rachel Adams
Zach Humphreys

3 PUBLIC COMMENTS

No public comments.

4 CONSENT AGENDA

a) **Minutes from March 16, 2023**

Board Member Bloss motioned to approve the minutes from March 16 and Chair Harrigan seconded the motion.

However, a vote was not held because board members Evans and Wirsching were not present at the March 16 CHSAB meeting and did not feel like they could vote to approve the minutes. The March 16 minutes will be attached to the May 4th Consent Agenda and approved then.

5 ANNOUNCEMENTS/PRESENTATIONS

a) **HRSA Grant Transportation Pilot Program - *Rachel Adams***

April Provost from Ideal Option presented to the CHSAB and gave an overview of the Health Resources and Services Administration (HRSA) transportation pilot program and how the program will utilize a vehicle lease agreement in order to ensure that this service can be used by people who need access to essential health services. According to Ms. Provost, the pilot program will run for 6-9 months with the possibility of a one-year extension and will be available Monday through Friday during regular business hours.

After the presentation, Ms. Provost opened the pilot program up for discussion and informed the CHSAB that she would follow up with Ms. Adams to better answer any of the CHSAB's questions.

6 DISCUSSION ITEMS

a) **2024 Comprehensive Plan Update - *Deborah Knight***

Deborah Knight, City Administrator, presented and gave an extensive overview of the City's 2024 Comprehensive Plan Update to the CHSAB. Ms. Knight additionally examined the goals and policies related to the Comprehensive

Plan Update and encouraged board members to think about the kinds of goals and policies the CHSAB should adopt.

There was no further discussion.

7 BOARDMEMBER REPORTS

8 STAFF/DEPARTMENT REPORTS

9 ADJOURNMENT

The CHSAB adjourned at 8:00 PM.

Next Meeting **May 4, 2023** at 6:00 p.m.

2020 HPAC Recommendations Progress Report

A. Housing		Status
Emergency Shelter and Transitional Housing (Crisis Housing, Rapid Rehousing and Permanent Supportive Housing) – <i>City Strategic Plan</i>	The Cold Weather Shelter now has a VOA/County budget for staffing and expanded the opening criteria from below 32F to below 34F.	Yellow
Support SVDP Safe Parking Project	Rental Assistance Program with HB1406 money approved by the CHSAB. Needs to be approved by City Council and have an RFP written. In progress.	
Support HHC Pallet Shelter Project	MFTE Credit. Review process with CHSAB and Planning Commission. In progress.	
Explore Emergency Shelter Options	Initial funding for hotel respite program for McKinney Vento families. Applying for grants. Needs ongoing funding sources.	
Explore Home Share/Group Home Model	Funding and planning with SVDP for Safe Parking program for McKinney Vento families. Applying for permits. Not implemented yet.	
Explore Hoteling Model	Funding for Heather’s Hope Communities group home model for McKinney Vento families. Applying for permits. Not implemented yet.	
Create More Transitional Housing in Monroe – <i>City Housing Action Plan</i>		
Encourage Planning for More Affordable Housing in Monroe – <i>City Comprehensive Plan</i>		
Provide Rental Assistance Program through RFP – <i>HB1406</i>		
Work with TAC & CHSAB to identify partners and available funding		
B. Partners		
Diplomacy & Relationship Building (TAC & CHSAB)	Service Provider Check ins.	Green
Capacity Building (Partnerships)	Attached funding from City ARP grants to partnerships and MOUS.	
Build Sky Valley Consortium (Housing & Services)	Bus passes between TTNS and VOA.	Yellow
Establish Transportation services between Sky Valley and Everett	Lost Monroe Duvall Shuttle.	
Evaluate transportation needs with partners	Senior Center bus does not have capacity to expand to include transportation navigation.	
Evaluate existing transportation contracts with non-profits	HRSA Grant Pilot Program led by Ideal Option covering necessary services in Sky Valley.	
Coordinate partners applying 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	City Human Services present at community events: Farmers Market, PRIDE, School Resource Fair. Trifold brochures and website information connecting to local service providers.	Green

Color Code: Green-Going Great; Yellow-Needs Work; Orange-Stuck; Red Not Started.

2020 HPAC Recommendations Progress Report

mental and behavioral health services.	Utility billing insert.		Green
Work with Monroe Public School's Foundation to develop and promote annual "resource fair" set up like a vendor show.	VOA has maintained the East County Coordinated Entry contract. Coordinated Entry locations in Monroe and Sultan.		
Facilitate East County Coordinated Entry in partnership with VOA	Human Services Implementation Budget has an RFP process attached to criteria the CHSAB defines from the 2021 Community Needs Assessment.		
Establish and implement 2022 HS Budget Grant funding process with CHSAB			
Determine Strategic Goals			
Determine Criteria			
Release Application			
Review Applicants			
Recommend Awards			
C. Prevention			
Develop education and outreach communication plan about services	We Are Monroe was put on hold. Need to develop new communication planning, education, and outreach with Mojo, City's Communications Consultant.		Yellow
Poverty 101 Trainings	No funding to work with.	<i>Priority for grant funding through human services awards next round?</i>	Red
Crisis Response Trainings	Partners have not hosted.		
Work with McKinney-Vento Family Liaisons and Monroe Public Schools Foundation in the Monroe School District to connect families with resources.	Great working relationship. SVDP and Family Respite Program have assisted four families so far through their program.		Green
D. Public Safety			
Explore Mobile Mental Health Response Program	Partnerships with City of Monroe, City of Sultan, Snohomish County Fire and Rescue, Snohomish County Sheriff, Monroe Police Department and VOAWW. Funded. Not implemented yet due to staffing shortage.		Green
Explore Fee Revenue – <i>City Court Assessment</i>			Red
E. Support Services			
Explore Shared Database System	ROI roadblock. Partners are not ready.		Red
Establish Family Resource Center	TTNS is now certified as a Family Resource Center and has full County funding for that designation.		Green
Coordinate more Mental Health Clinicians for Adults			

Color Code: Green-Going Great; Yellow-Needs Work; Orange-Stuck; Red Not Started.

2020 HPAC Recommendations Progress Report

Coordinate more SUD Clinicians	Lobby for Alternative Response Team Continuum of Care	Green
Establish Metrics and Tracking – <i>Needs Assessment</i>	Must come from partners or the CHSAB.	Red
F. Policy & Budget		
Define 2023 Work Plan, Priorities, and implementation Model	January 2023	Green
Identify performance measures to encourage future funding and show success. – <i>Needs Assessment</i>	Collecting success stories from ARP funding. City Intern Zach Humphrey’s is assisting with this project.	Green
Lobby for changes to State and Federal law	2022 Priority: Mobile Crisis Response. Grants Awarded: Snohomish County Partnership Proposal matching funding award; Association of Washington Cities Alternative Response Team Grant; Federal Appropriations Committee grant for four years of additional funding.	Green
Continue CHSAB as a standing committee	1/10 of 1% was adopted by the County. Advocate for regional distribution of funding.	Green
Explore 1/10 of 1% tax		
Identify budget enhancement needs and funding opportunities in 2024 for 2025/2026 biennial budget.		
Evaluate Program		

Color Code: Green-Going Great; Yellow-Needs Work; Orange-Stuck; Red Not Started.