



## Human Services Work Report June and July 2023



### **Policy, Budget & Public Safety:**

#### **Community Human Services Advisory Board (CHSAB)**

At the August 3, 2023 CHSAB meeting the board discussed at priorities and objectives for the Human Services Awards based on the 2021 Sky Valley Community Needs Assessment: <https://www.monroewa.gov/DocumentCenter/View/12207/Sky-Valley-Infographic>

On August 17, 2023, the CHSAB finalized their discussion and recommendations for the 2023/2024 Human Services Awards Request for Proposal (RFP). The priority the board is recommending for funding this years Human Services Awards is providing housing with wrap around services.

At this meeting the board also reviewed several requested changes of scope to American Rescue Plan (ARP) awards and acknowledged grants being received from Senator Brad Hawkins and the Association of Washington Cities. The board also expressed consensus on supporting spending the Opioid Settlement funding that the City has received to support local programs and services.

### **Prevention, Housing, Partners & Support Services:**

#### **Monroe Family Respite Program**

The City met with Advocate Recovery Services and St. Vincent de Paul to receive a debrief on the Monroe Family Respite Program. Their Final Report is included in this packet beginning on page four. Some highlights from their report include:

- Respite housed 100% of the families they were referred outpacing the State average of 83%.
- 100% of the family members in need of substance use disorder treatment received treatment.
- 83% of the family members in 2022 sought and secured mental health services. This outcome also increased to 100% in 2023.
- 100% of clients were able to increase their income.
- 100% exited into permanent housing.

The full report also includes information about the programs cost effectiveness, reinvesting in the local community and lessons learned.

## Human Services Work Report June and July 2023

### Monroe This Week - August 11, 2023 – Fostering Community Impact: Boys & Girls Club Scholarships Propel Youth Development

In recent editions of *Monroe this Week*, I have shared how the City of Monroe has partnered with local organizations to help Monroe residents recover from the impacts of the Covid19 Pandemic using American Rescue Plan (ARP) funds. American Rescue Plan funds have gone to support programs and community needs of all shapes and sizes. In this week's edition of *Monroe This Week*, I want to highlight how ARP funds were awarded to, the [Monroe Boys & Girls Club](#).



With the support of these funds, the Boys and Girls Club was able to grant 36 summer childcare scholarships, benefiting 160 children. This translated to 1,980 hours of mentoring, education, and recreation, coupled with 1,188 nourishing snacks provided to ensure their well-being. Additionally, the Boys & Girls Club was able to award 36 sport program scholarships, offering not only physical fitness but also 1,512 hours of mental health support.

These achievements underscore the significance of investing in our youth. The success of the Boys & Girls Club Scholarships showcases Monroe's commitment to a brighter future built on education, wellness, and community engagement.



# Human Services Work Report June and July 2023



## Local Human Service Events Calendar

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	VOA 211 Outreach Advocate Brandi Lafaveat SVDP 10am-2pm			VOA 211 Outreach Advocate Brandi Lafaveat 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	MHP31 at MPD	
	MPD Outreach Team	MPD Outreach Team		MHP31 at MPD DV Advocate at MPD		
		Hot Food Event 12pm-1pm at the Library	Hot Food Event 12pm-1pm at the Library		Feed My Sheep at New Hope Fellowship 9am-10am	
		TTNS Community Dinner				
	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



# IMPACT

# REPORT

# 2022-2023

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# SUMMARY

The Monroe Respite Program delivered on the promises within the grant proposal, significantly outperformed state averages in every meaningful metric, and did so more cost effectively than state averages while re-investing in Monroe's economy. By every standard, the Monroe Respite Program was a triumph and several valuable lessons have emerged.

## **Promises**

The Monroe Respite Program delivered on specific and core promises contained within the grant proposal. Respite provided 24-7 security, full-time case management, operated for double the length promised, and served more families than promised. And while the specific terms of the grant were met, so was the spirit of the promise to the City of Monroe: to support recovery and build resiliency in Monroe's unsheltered family community.

## **Key Performance Indicators**

Respite's delivery of results in every key performance indicator illustrates just how emphatically the program executed on the central promise of Respite: to break the cycle of homelessness, addiction, and mental illness for Monroe's unsheltered families. Respite housed 100% of the households it encountered, outpacing the state average by 83%. Of the individuals identifying substance use disorder as a barrier to success, Respite sought and successfully secured treatment for 100% of those individuals. While Respite averaged an 83% success rate in seeking and securing mental health treatment for those needing services in 2022, Respite added an on-site, on-staff mental health counselor in 2023. Every single client in 2023 who needed mental health treatment received that elusive service in 2023. Similarly, 100% of clients identifying income as a barrier to success saw an increase of income - either through supportive employment services or Snohomish County's sole SOAR Navigator - while at Respite. The state average for emergency shelters is only 40%. Respite's staff also produced gaudy numbers in essential services like DSHS (100%), 211 (100%), health insurance (100%), and thanks to McKinney Vento, 100% in school enrollment and re-enrollment.

## **Cost Effective**

Respite accomplished all this in a fiscally responsible manner. The Department of Commerce determines the cost per client, per day by dividing the total operating expenditures statewide in emergency shelters (\$138,914,749) by the total individual days statewide (2,848,678 - calculated by total clients and days in a fiscal year for each client). According to the Department of Commerce, this means the cost per day per, individual client is \$48.76. Respite's per client, per day rate, calculated using the precise method used by the Department of Commerce, is 20% cheaper than the state average - \$38.76. The Department of Commerce calculates the cost per successful exit by dividing total operating expenditures statewide in emergency shelters (\$138,914,749.86) by successful individual exits in emergency shelters statewide (6,178). This means the average cost of a successful exit for an individual in an emergency shelter in Washington state is \$22,485.39. Respite, using the exact same formula, represents a 53% discount - \$10,399.85. Respite Monroe was 83% more successful at half the cost.

## **Re-Investment**

Respite Monroe represents an investment in Monroe's most precious asset - its people; but the program also represents a re-investment and stewardship of tax dollars. The City of Monroe awarded the Respite Program \$207,997. Of that, over 80% of those funds (\$167,000) were directly re-invested in Monroe's economy. \$123,500 went to Monroe owned hotels. Respite Monroe employed Monroe citizens with \$22,923 being paid directly to Monroe citizens - over 50% of the total allotment for salaries. Respite spent just over \$3,000 in rental assistance to Monroe landlords (\$3,523). Additionally, roughly \$17,000 of expenses in miscellaneous, meals, supplies, and mileage all went to Monroe businesses.

Similarly, Respite invested just over \$65,000 in hard expenses into Monroe, a 400% increase on the "match" promise within the grant proposal.

## **Lessons**

Upon the conclusion of the program and debriefing, three primary lessons emerged from this pilot program. First, this closure report is overtly positive because the results are indisputably exceptional. Serving this particular population will always present unique challenges, and the process of arriving at these results is not always linear. Certainly, components of the program can be sharpened, but the numbers speak for themselves. Second, communication between core partners better streamlines and improves client experience and program effectiveness. Communication can and must include the clear delineation of roles between partners within the Program, as well as timely and transparent disclosure and collaboration on barriers arising throughout the client flow. Finally, and likely most broadly applicable, each jurisdiction in which Respite operates functions significantly differently. Specifically with Monroe, the City and partners not only expect, but desire a more intimate partnership throughout the process of the life of the program. Collaborative problem solving - even with City officials - is more encouraged and appropriate.

# RESPITE PROGRAM PROMISES

The Monroe Respite Program delivered on every promise within the original grant proposal. These delivered promises did not just include “supporting recovery” and “building resiliency”, but the specific promises which became central to the “benefit of the bargain” to the City of Monroe.

Two foundational representations in the proposal included length of program and households served. The Respite Program doubled its promised operation time and served more households than promised.

1

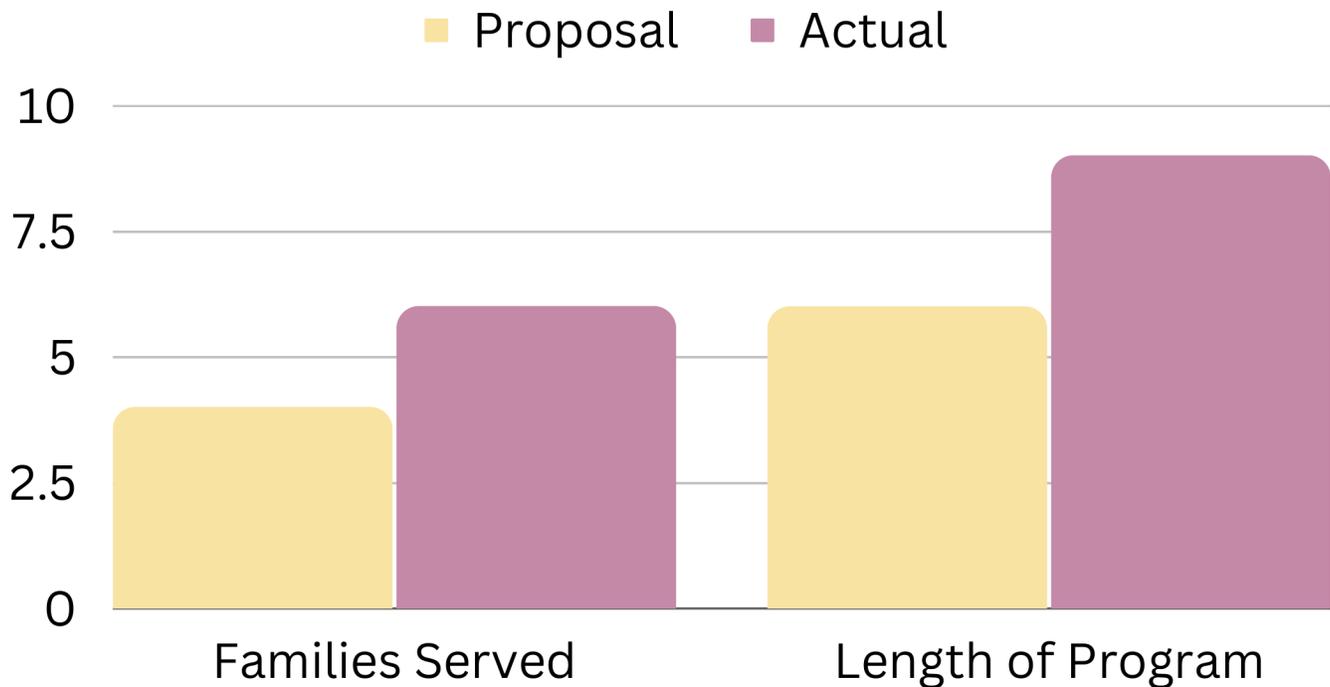
## Four months' program operation.

Double the length of the Program. Monroe Respite doubled the projected amount of time in operation – essentially doubling the City of Monroe's investment in the program and the families of Monroe. The original proposal submitted noted that the awarded funds would allow the program to operate for four months. With the permanent housing of our final client, Monroe Respite faithfully and exceptionally served Monroe for nine full months.

2

## Five families served.

More families served than promised. The Monroe Respite Program served more families and individuals than originally called for in the grant proposal. While the grant proposal, or promise made to Monroe, aimed to provide wraparound care for five families – Monroe Respite actually served six families and 20 individuals.



# RESPITE PROGRAM PROMISES

Another key element of the proposal included the level of services offered at Respite. Respite Monroe delivered here, too, becoming what may have been the largest and deepest reservoir of certified recovery professionals in a low-barrier setting.

## 3

### **24-hour-security and full-time case management.**

Security and Case Management. Monroe Respite's key performance indicators – securing permanent housing and substance use disorder treatment for 100% of its clients – inarguably delivered on the promises within the proposal. Not only did the program maintain 24-hour-security, but Monroe Respite also added a licensed and insured mental health professional providing on-site counseling. Mental health treatment is too frequently an elusive service for underserved and unsheltered families. At Monroe Respite, it was merely feet away in 2023. While Monroe Respite already had high rates for clients securing mental health treatment (83%) in 2022, we felt the program would be significantly better with a mental health counselor on staff. In 2023, Monroe Respite hired that provider and every client needing mental health treatment received that critical care ever since.

Similarly, Monroe Respite also maintained Snohomish County's only certified SOAR Navigator, two Peer Certified Counselors, and a team of three to four CCAR Certified Recovery Coaches. Monroe Respite's deep reservoir of behavioral health professionals paid dividends – 100% of clients received substance use disorder treatment they so desperately needed. This means that every single client who identified substance use disorder as a barrier, sought and secured treatment thanks to the Monroe Respite Program.

**100%**  
**OF CLIENTS RECEIVED  
SUD AND MENTAL  
HEALTH TREATMENT  
IN 2023**

# RESPITE PROGRAM PROMISES

Delivering on Promises: Finally, Respite delivered on the promise of transparent and fiscally responsible financial management. Not only did Respite outperform state averages, it did so at a fraction of the cost. Respite also represents a significant re-investment of tax payer funds back into Monroe. And finally, Respite spent fulfilled its end of the bargain - delivering 400% of the "match" promised in the proposal.

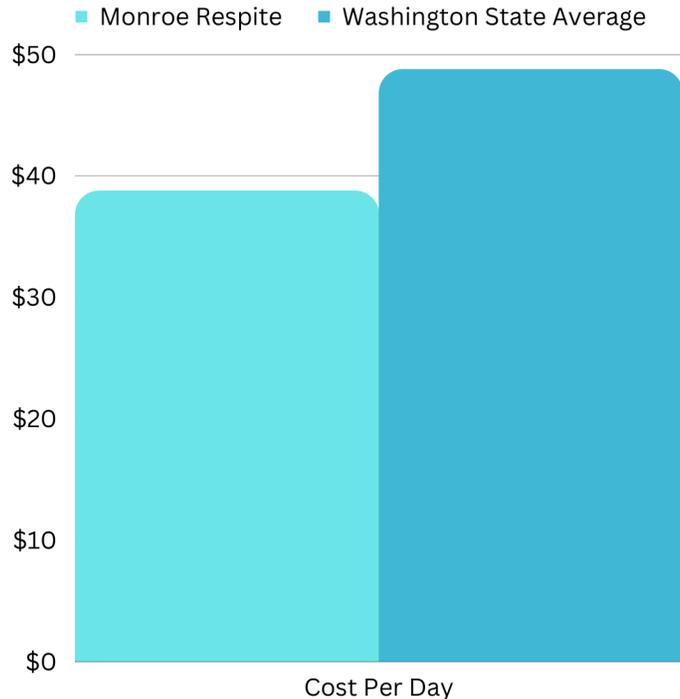
## 4

### Accomplished in a fiscally responsible manner.

Respite Monroe outperformed state averages at a fraction of the cost and doubled the investment in the City of Monroe.

Respite's per day, per client is 20% more affordable than the state average - \$38.76 compared to the state average of \$48.76. Respite's cost per successful exit - something happening 87% more frequently at Respite than other homeless shelters across the state - represents a 53% discount from the state average (\$22,485.39 compared to Respite's \$10,399.85).

Of the \$207,997 the City of Monroe paid for the Monroe Respite Program, over 80% of those funds went directly back into the Monroe economy. Just over \$123,350 went directly to Monroe motels. Similarly, Monroe Respite employed Monroe citizens - spending over 50% of the allotment for salaries directly to Monroe employed citizens. The Monroe Respite Program also invested just over \$65,000 in hard expenses back into Monroe - a 400% increase on the grant promises.



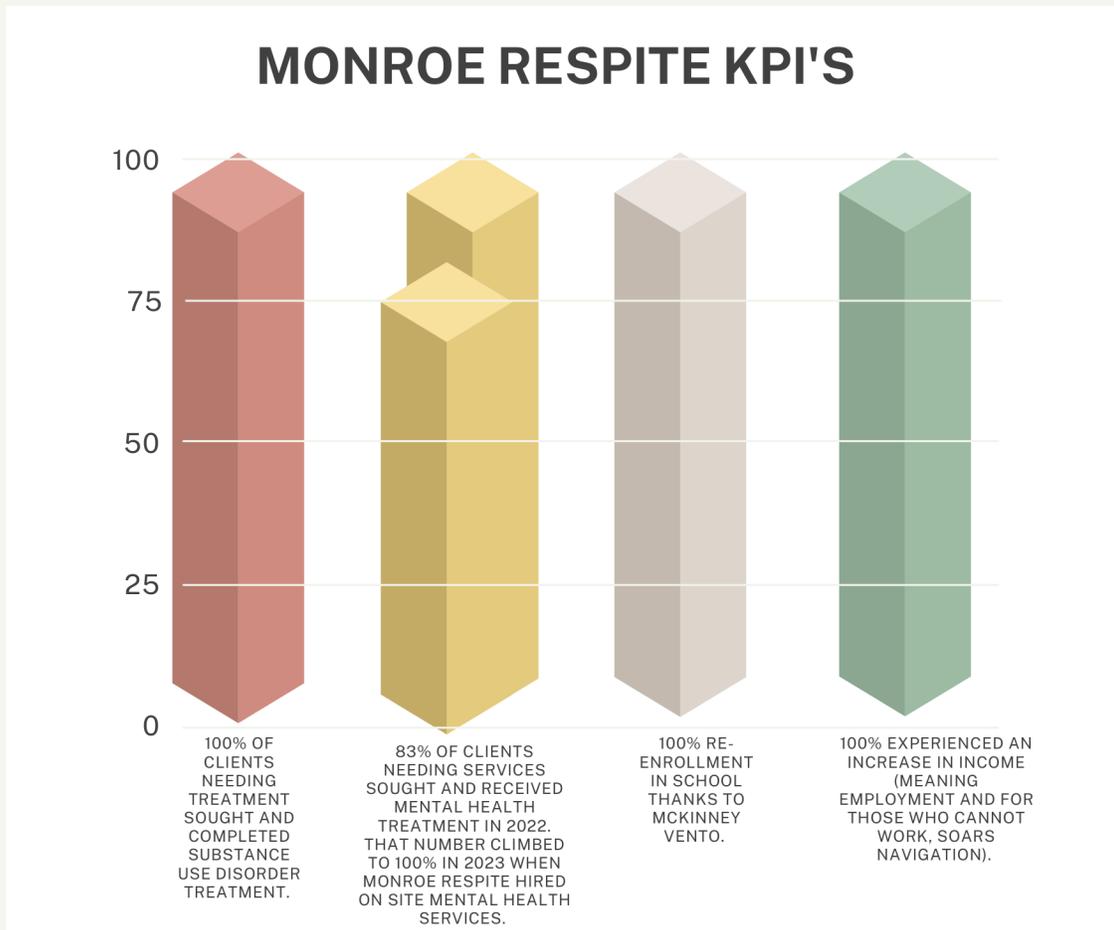
[1] Department of Commerce. Washington State Homeless System Performance County Report Card. [https://public.tableau.com/app/profile/comhau/viz/DRAFTWashingtonStateHomelessSystemPerformance\\_CountyReportCardSFY2019/ReportCard](https://public.tableau.com/app/profile/comhau/viz/DRAFTWashingtonStateHomelessSystemPerformance_CountyReportCardSFY2019/ReportCard).  
[2] Department of Commerce. Washington State Homeless System Performance County Report Card. [https://public.tableau.com/app/profile/comhau/viz/DRAFTWashingtonStateHomelessSystemPerformance\\_CountyReportCardSFY2019/ReportCard](https://public.tableau.com/app/profile/comhau/viz/DRAFTWashingtonStateHomelessSystemPerformance_CountyReportCardSFY2019/ReportCard)

# KEY PERFORMANCE INDICATORS

**Monroe Respite Program outperformed in every metric which meaningfully measures breaking the cycle of homelessness, addiction, and mental illness.**

Monroe Respite delivered startling success in every metric gauging the cyclical nature of homelessness, addiction, and mental illness. While Monroe Respite unquestionably delivered on the text of the promises contained within the original proposal, the soul of what Monroe Respite promised was a program that would break the cycle of homelessness, addiction, and mental illness for Monroe's unsheltered families. And Monroe Respite did just that.

Monroe Respite's performance stands in stark contrast to state averages for similar programs. The Department of Commerce Homeless System Report Card reports that emergency shelters, like Respite, across the state secure housing for 17%<sup>[1]</sup> of their clients. Monroe Respite secured housing for every single family it served – 100%. Other remarkable results include:



[1] Department of Commerce. (2022). Washington State Homeless System Performance County Report Card.

[https://public.tableau.com/app/profile/comhau/viz/DRAFTWashingtonStateHomelessSystemPerformance\\_CountyReportCardSFY2019/ReportCard](https://public.tableau.com/app/profile/comhau/viz/DRAFTWashingtonStateHomelessSystemPerformance_CountyReportCardSFY2019/ReportCard)

# ACKNOWLEDGEMENTS

## Respite

16404 Highway 99  
Lynnwood, WA 98037  
425.971.1774  
Esther@thehandupproject.org

The Monroe Respite Program delivered on the promises of the proposal – both in substance and spirit. Not only did the program accomplish each of the stated objectives in the original grant proposal, but it also doubled the length of the program promised, doubled the organization’s own investment in Monroe, and provided an even deeper reservoir of technically skilled and profoundly empathetic practitioners. And it paid off: Monroe Respite outperformed state averages significantly in every meaningful metric.

Thanks to partnerships from exceptional community agencies, as well as the support from the City of Monroe itself, Monroe Respite helped make the future in Monroe even brighter.

City of Monroe

Monroe McKinney Vento

Salt of the Earth Ministries

Gold Creek Church Men’s Group

St. Vincent De Paul

Community Health Plan of Washington

Canteen

**WE THANK YOU**  
**FOR YOUR CONTINUED SUPPORT IN**  
**OUR PROGRAMS**

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	\$32,703	12/2023
<del>EvergreenHealth Recovery Center</del>	<del>AWC/ARTG</del>	<del>12/2022</del>	<del>Detox and inpatient treatment for uninsured Monroe/Sultan residents</del>	<del>\$66,000.00</del>	<del>\$14,627.00</del>	<del>6/2023</del>
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	\$14,034.32	12/31/2023
Heather's Hope Communities	ARP	01/2022	Group home for McKinney Vento families	\$75,500.00	\$42,431.33	10/2024
Housing Hope	ARP	09/2022	Support services for 62 families enrolled in the services program	\$77,433.50	\$56,417.52	10/2024
Kiwanis Club	ARP	09/2022	Book bags for 2 <sup>nd</sup> /3 <sup>rd</sup> grade kids below reading level	\$8,366.50	\$8,218.78	10/2024
Melanie F. Ryan Coaching and Consulting	ARP	09/2022	Change agent classes	\$80,00.00	\$53,873.85	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	\$28,350.00	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	\$32,508.36	10/2024
Monroe School District	ARP	01/2022	Behavioral health software	\$14,000.00	\$14,000.00	10/2024

Awardee	Source	Award Date	Program/Description	Award	Reimbursed	Expiration
Monroe School District	SCPP	12/2022	Behavioral health software	\$14,000.00	\$14,000.00	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	\$37,500.00	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	\$91,343.45	12/31/2023
Sherwood Community Services	ARP	09/2022	Disability services and vocational outreach and engagement	\$27,750.92	\$21,741.01	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	\$42,192.27	10/2024
St. Vincent de Paul	HSA22	12/2022	Computers, bilingual staff, offsetting rent for service providers at Resource Center	\$28,500.00	\$3,015.50	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	\$19,522.76	12/31/2023
Take the Next Step	ARP	09/2022	Mental health one-on-one sessions	\$63,000.00	\$14,908.02	10/2024
Take the Next Step	SCPP	09/2022	Mental health one-on-one sessions	\$18,535.89	\$18,535.89	12/31/2023
Take the Next Step	ARP	01/2022	Sports scholarships	\$12,000.00	\$12,000.00	10/2024
Take the Next Step	SHB1406	06/2023	Rental Assistance	\$70,000/3y	\$0	6/1/2026
The Hand Up Project	ARP	09/2022	Hotel respite program for McKinney Vento families	\$207,997.00	\$147,757.68	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)	\$60,550.00	\$60,550.00	12/31/2023
Volunteers of America	AWC/ARTG	12/2022	Mobile Mental Health	\$60,550.00	\$60,550.00	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	\$6,450.32	12/31/2023



# COMMUNIUTY HUMAN SERVICES ADVISORY BOARD

Regular Business Meeting  
Thursday, August 3, 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](#)

Meeting ID: 840 8384 7351

Passcode: 540345

### 2 ROLL CALL

**PRESENT:** Call to Order: 6:02  
[Roger Bacon, Tony Balk, James Harrigan, Roger Evans]  
[Dawnelle Carroll arrived at 6:03]  
[Jim Bloss arrived at 6:13]

**EXCUSED:**

**STAFF  
PRESENT:** [Rachel Adams, Zach Humphreys]

### 3 PUBLIC COMMENTS

There were no public comments.

## 4 CONSENT AGENDA

### a) **Minutes from July 20, 2023.**

Board member Balk moved to approve the July 20, 2023 minutes. Board member Evans seconded. A vote was held. The motion passed 4/0.

## 5 DISCUSSION ITEMS

### a) **2023/2024 Human Services Awards and Implementation Budget Discussion - Rachel Adams**

*(Board member Carroll arrived at 6:03 after the vote to approve the July 20, 2023 minutes was held.)*

Rachel Adams, City Human Services Coordinator reviewed the RFP with the board and asked the board for feedback and any clarification if needed.

The board had a discussion.

Board member Balk proposed that housing needs in the community should be the priority of this RFP and should be reflected in the scoring rubric. He suggested that the design of the RFP and rubric should encourage applicants to include other services along with their proposed housing program as secondary considerations that might allow additional points to be awarded to their applications when reviewed.

*(Board member Bloss arrived at 6:13.)*

The board discussed board member Balk's proposition.

After listening and recording the discussion, Zach Humphreys, Executive Intern, and CHSAB Clerk, asked to confirm the recorded minutes with the board. Mr. Humphreys read these notes to the board:

The CHSAB proposes that wrap-around services should be included in its definition of housing for this RFP. Applicants should be required to provide evidence of established partnerships with organizations that provide the needed wrap-around services for the applicant's proposed housing program if the applicant does not already provide those services themselves.

There was a consensus that this was an accurate recording of the discussion.

Board member Bloss informed the board that he would be sending staff a minority report on the issue.

Board member Balk made a motion to make housing the priority for the RFP with wrap-around services included in the definition of housing, that applicants shall be required to provide evidence of established partnerships with organizations that provide the needed wrap-around services for the applicant's proposed housing program if the applicant does not already provide such services themselves, and that staff will bring back the RFP to the board for another review once the changes had been made.

Board member Carroll seconded the motion. There was a discussion on the motion. No motions to amend the motion in question were made. A vote was held on the motion. The motion passed 5/0/1 (5 Ayes from Carroll, Bacon, Balk, Harrigan, and Evans, 0 Nays, and 1 Abstention from Bloss).

## **6 BOARDMEMBER REPORTS**

Board member Carroll shared a report with the board as a note of encouragement and explained that she was late to the meeting because of traffic and construction complications.

Board member Bacon gave "kudos" to staff for securing funding from the Community Court.

Board members Balk asked several questions about reimbursements for the Human Service Awardees. Staff answered and provided clarification.

Board member Evans explained how he enjoyed National Night Out.

Board member Harrigan explained how he enjoyed Sultan's National Night Out and how enjoyed networking with his community.

## **7 STAFF/DEPARTMENT REPORTS**

Ms. Adams informed the board that she attended two trainings/conferences and was happy to see that some of the board members attended those trainings.

## **8 ADJOURNMENT**

Majority vote to extend past 8:00 p.m.  
Next Meeting **August 17, 2023** at 6:00 p.m.



# COMMUNIUTY HUMAN SERVICES ADVISORY BOARD

Regular Business Meeting  
Thursday, August 17, 2023, 6:00 PM  
Hybrid Meeting Platform

**CHAIR**  
James Harrigan  
**VOTING MEMBER**  
Dawnelle Carroll  
Jim Bloss  
Roger Bacon  
Tony Balk  
Marci Scott-Weis  
Roger Evans

## MINUTES

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### 1 CALL TO ORDER

Call to order: 6:28pm

### 2 ROLL CALL

**PRESENT:** Dawnelle Carroll, Jim Bloss, James Harrigan, Tony Balk

**EXCUSED:** Roger Bacon, Marci Scott-Weis, Roger Evans

**STAFF  
PRESENT:** Rachel Adams, Hannah Maynard

### 3 PUBLIC COMMENTS

No public comments were brought forward or submitted.

### 4 CONSENT AGENDA

a) Minutes from August 3, 2023

Board member Balk moved to approve the August 3, 2023 minutes.  
Board member Bloss seconded the motion. On vote, motion carried 4-0.

### 5 FINAL ACTION

a) Review the 2023/2024 Human Services Awards Request for Proposal (RFP) -  
Rachel Adams

Human Service Coordinator Adams presented the RFP for the 2023/2024 Human Services Awards with updates as requested by board members at past meetings.

Board member Balk moved to recommend that the City Council consider issuing the RFP for the 2023/2024 Human Services Awards on September 1,

2023, for \$300,000 using the criteria of providing housing with wrap around services.

The motion was seconded by Board member Bloss with the request for discussion.

Board member Bloss shared clarifying questions regarding the timeline of the RFP and specificity of what wraparound services are sought after by the RFP. Board member Carroll noted the importance of applicants showing established partnership with local human service providers.

Chair Harrigan requested clarification on the meaning of housing within the RFP. Board members and staff discussed what "affordable housing" would potentially cover, including rental assistance.

On vote, motion carried 4-0.

## **6 UNFINISHED BUSINESS**

- a) Local Business Human Services Resource Booklet - Rachel Adams

Human Service Coordinator Adams presented the final draft of the Local Business Human Services Resource Booklet.

Board member Balk moved to endorse the final draft of the Local Business Human Services Resource Booklet.

Board member Bloss seconded the motion. On vote, motion carried 4-0.

- b) Take the Next Step Block Parties Change of Scope Request - Rachel Adams

Human Service Coordinator Adams presented the Take the Next Step Change of Scope Request, providing updates from the last time it was brought to the CHSAB.

The request includes two proposals:

A). Take the Next Step's change of scope request to use the entertainment line item to collaborate with the Monroe Equity Community Belonging event.  
and/or

B). Take the Next Step's change of scope request to reduce the number of block parties from four total to ~~three~~ "in addition to Belonging, we (TTNS) throw one additional block party that would target the families attending Frank Wagner Elementary, rather than an additional 3 parties".

Board members and staff discussed the purpose of the events, where the funds would go if not fully allocated to the events, and why the change of scope request was submitted.

Board member Bloss moved to table the change of scope request with direction to City Staff to research how unspent funds could be used. The motion was seconded by Board member Balk. On vote, motion carried 4-0.

## **7 NEW BUSINESS**

- a) Acceptance of Funds - Association of Washington Cities: Alternative Response Teams Grant - Rachel Adams

Human Service Coordinator Adams presented the Association of Washington Cities: Alternative Response Teams grant and where those funds would be allocated if accepted.

Board member Balk moved to recommend that the Mayor and Council accept these grant funds and authorize the Mayor to enter into a contract with the Association of Washington Cities.

The motion was seconded by Board member Bloss. On vote, motion carried 4-0.

- b) Acceptance of Funds - Senator Hawkins State Operating Budget Proviso - Rachel Adams

Board member Balk moved to acknowledge receipt of interdepartmental City funding and take the opportunity to thank Senator Hawkins for his support.

The motion was seconded by Board member Bloss. On vote, motion carried 4-0.

## **8 DISCUSSION ITEMS**

- a) Opioid Settlement Funding - Rachel Adams

Human Service Coordinator Adams presented the opioid settlement funding received, the timeline of payments, and the options for how the money can be used, either pooled regionally with Snohomish County or retained locally. She also reviewed some of the goals of the funding.

Board members and staff discussed the pros and cons of pooling with Snohomish County versus retaining the funds separately and the timeline of payments. The CHSAB agreed by consensus upon initial discussion to retain the funds locally rather than pooling funds with Snohomish County.

## 9 BOARDMEMBER REPORTS

Board member Carroll shared that Monroe Police Department reached out to SVDP this evening with a request for help with housing a family.

Chair Harrigan noted that Evergreen Health Monroe will be attending the City of Sultan City Council meeting on 9/7 regarding the current state of health care in the community and the concerns of health care marginalization locally. He requested information on the Comprehensive Plan update regarding health care.

## 10 STAFF/DEPARTMENT REPORTS

Human Service Coordinator Adams shared that she had meetings with collaborative case management software and that she is excited to see how it will assist with collaborating with service providers. Additionally, she noted that Fairfax Monroe reached out to her to set up a meeting to discuss services.

Human Service Coordinator Adams will also be out of the office for some time at the end of the month.

## 11 ADJOURNMENT

Board member Balk moved to close the meeting at 7:59pm. The motion was seconded by Board member Bloss. On vote, motion carried 4-0.

Next Meeting **September 7, 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>	<p>The Cold Weather Shelter now has a VOA/County budget for staffing and expanded the opening criteria from below 32F to below 34F.</p> <p>Rental Assistance Program with HB1406 money approved by the CHSAB and City Council. Contracting with Take the Next Step.</p> <p>SVDP Safe Parking program for McKinney Vento families.</p> <p>MFTE Credit. Review process with CHSAB and Planning Commission. <b>In progress.</b></p> <p>Initial funding for hotel respite program for McKinney Vento families. Applying for grants. <b>Needs ongoing funding sources.</b></p> <p>Funding for Heather’s Hope Communities group home model for McKinney Vento families. Applying for permits. <b>Not implemented yet.</b></p>	Yellow
Support SVDP Safe Parking Project		
Support HHC Pallet Shelter Project		
Explore Emergency Shelter Options		
Explore Home Share/Group Home Model		
Explore Hoteling Model		
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	<b>Lost Monroe Duvall Shuttle.</b>	
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 – The County is opening an RFP.	
Coordinate partners applying for Transit Go (grant) program		
Provide information about services to remain housed,	City Human Services present at community events: Farmers Market, PRIDE,	Green

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

# 2020 HPAC Recommendations Progress Report

financial training, and incentives for businesses to hire employees with entry level skills, information about mental and behavioral health services.	School Resource Fair. Trifold brochures and website information connecting to local service providers. Utility billing insert.	
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. Human Services Implementation Budget has an RFP process attached to criteria the CHSAB defines from the 2021 Community Needs Assessment.	
Facilitate East County Coordinated Entry in partnership with VOA		
Establish and implement 2022 HS Budget Grant funding process with CHSAB		
Determine Strategic Goals		
Determine Criteria		
Release Application		
Review Applicants		
Recommend Awards		
<b>C. Prevention</b>		
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.	<i>Business Resource Booklet in progress.</i>
Poverty 101 Trainings	Funding to host. Exploring a recommendation with CHSAB.	<i>Priority for budgeting?</i>
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.	
<b>D. Public Safety</b>		
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.	

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

# 2020 HPAC Recommendations Progress Report

Explore Fee Revenue – <i>City Court Assessment</i>			
<b>E. Support Services</b>			
Explore Shared Database System	ROI roadblock. Partners have not been ready.	<i>Exploring Collaborative Case Management Software.</i>	
Establish Family Resource Center	TTNS is now certified as a Family Resource Center and has full County funding for that designation. Lobby for Alternative Response Team Continuum of Care		
Coordinate more Mental Health Clinicians for Adults			
Coordinate more SUD Clinicians			
Establish Metrics and Tracking – <i>Needs Assessment</i>	Must come from partners or the CHSAB.		
<b>F. Policy &amp; Budget</b>			
Define 2023 Work Plan, Priorities, and implementation Model	January 2023		
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. Write reporting requirements into contract scope of work attached to monthly reimbursements and quarterly reporting.		
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.		
Continue CHSAB as a standing committee	1/10 of 1% was adopted by the County.	<i>Advocate for regional distribution of funding.</i>	
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.