



# SEPTEMBER AND OCTOBER 2023



#WeAreMonroeWA

## Human Services Work Report

### COMMUNITY HUMAN SERVICES ADVISORY BOARD

In Monroe, everyone feels at home and everyone feels they belong.

#### SEPTEMBER 7, 2023

At the September 7, 2023, Community Development Director, Lance Bailey, gave a presentation on the City's 2024-2044 Comprehensive Plan definition of Equity and the work that the Planning Commission had done to develop such a definition. There was discussion on whether the definition of Equity was really a definition of Equity or a statement of intent. Community Development Director, Lance Bailey, also gave a presentation on the legal nuances of encampments in the City's Code.

The board also reviewed two change of scope requests.

#### SEPTEMBER 21, 2023

On September 21, 2023, David Fine from the Snohomish County Department of Emergency Management and program manager for the response to the opioid crisis through the Snohomish County Multi-Agency Coordination Group (MAC).

#### OCTOBER 5, 2023

On October 5, 2023, the board heard from Jim Dean from the Homeless Policy Task Force presented the goal, purpose, and scope of the HPTF emphasizing that the organization is fundamentally built on the collaboration between different organizations.

#### OCTOBER 19, 2023

At the October 19th meeting Jana Rafi and Kayla Sullivan from the Snohomish County Health Department to present the 2022 Community Health Assessment (CHA).

#### OCTOBER 30, 2023

On October 30, 2023, there was a joint comprehensive plan update meeting with EDAB, CHSAB, Planning Commission, the Park Board, and the City Council.

# RENTAL ASSISTANCE

TAKE THE NEXT STEP  
SHB1406 FUNDING

JUNE 2023 -  
SEPTEMBER 2023

28 FAMILIES  
93 INDIVIDUALS

42 MONTHS OF  
RENT PAID

RANGE OF SUPPORT:

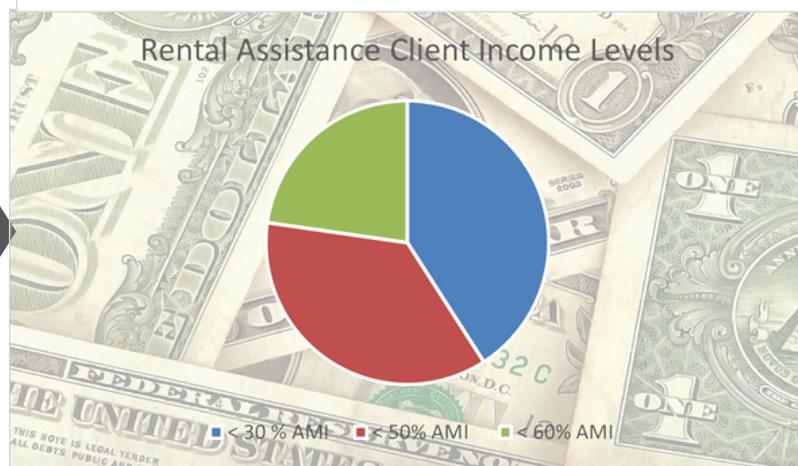
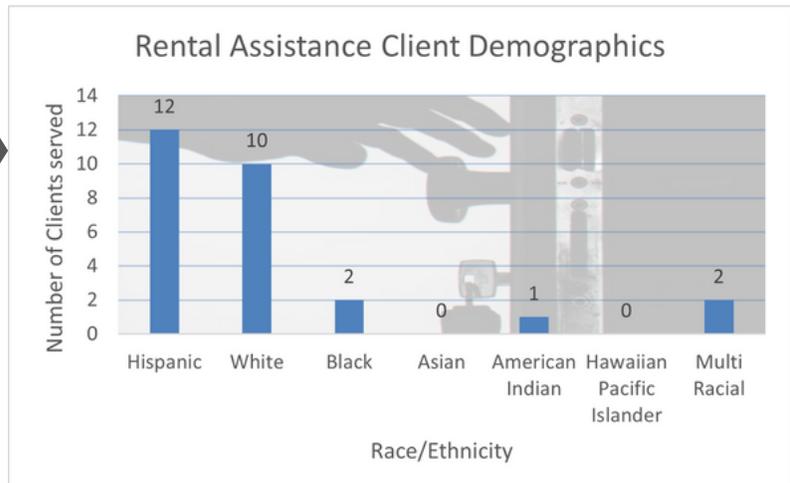
LOWEST \$156.00  
AVERAGE \$2,174.00  
HIGHEST \$6,050.00

## RECAP

In June of 2023 Take the Next Step began to administer the City's SHB1406 funds as Rental Assistance. \$60,898 in funding kept 27 Monroe families in their homes and provided a deposit into housing for another. All together this funding provided 42 months' worth of rent to keep 93 family members in safe stable housing.

Thank you Take the Next Step for administering these funds!

## CLIENTS SERVED



# COLD WEATHER SHELTER

VOLUNTEERS OF AMERICA



**COLD WEATHER SHELTER**  
**VOLUNTEERS NEEDED**

Sign-up for a cold weather shelter volunteer training.

**Dates**  
·Wednesday Nov. 1st 6:30 PM to 8PM  
·Thursday Nov. 2nd noon to 1PM

Sign up [here](#)

For more information on cold weather shelters visit [bit.ly/snococold](http://bit.ly/snococold) or contact Tyler Verda at [tyler.verda@snoco.org](mailto:tyler.verda@snoco.org).



**NOVEMBER 1 - MARCH 15**  
when temperatures are forecasted to reach **34° or below**

**MONROE**  
MONROE UNITED METHODIST CHURCH  
342 S Lewis St

**SNOHOMISH**  
SNOHOMISH EVANGELICAL FREE CHURCH  
210 Avenue B

Shelter Opens 8pm • Must Arrive Before 10pm • Shelter Closes 8am

**Need a ride to Monroe?**  
Gold Bar Park & Ride at 6:30pm | Sultan Library at 6:45pm

**FIND OUT IF THE SHELTERS ARE OPEN**

<https://bit.ly/CWSshelter>  [www.facebook.com/EastCountyCWS](http://www.facebook.com/EastCountyCWS)

**QUESTIONS?**  
Call 360-793-2400 (Mon-Fri 9am-4pm)

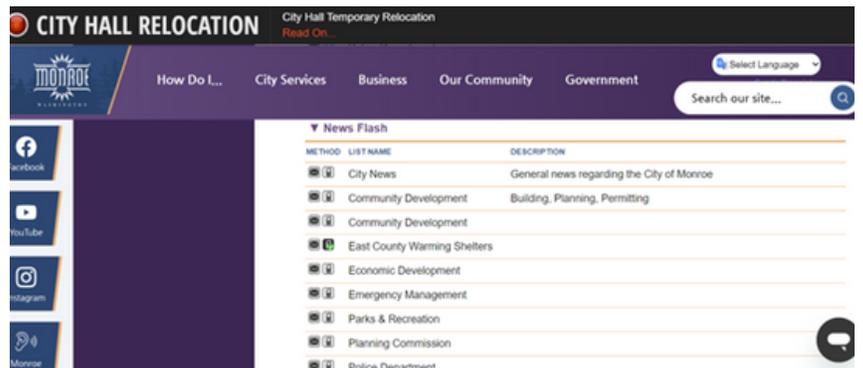
 SPONSORED BY THE SNOHOMISH COUNTY HUMAN SERVICES DEPARTMENT

## SEASON EARLY OPENING

The Cold Weather Shelter opened early this season to cover the extremely cold temperatures between October 27-29, 2023. This mission sheltered just under 10 individuals each night. Volunteers of America is the lead agency again this year at a new Monroe location.

## HOW TO SUBSCRIBE/UNSUBSCRIBE TO COLD WEATHER SHELTER TEXT NOTIFICATIONS:

1. Go to [monroewa.gov](http://monroewa.gov)
2. Under the “How do I...” tab locate the “Sign up for” option
3. Go to “City Information” – This will take you to the “Notify Me” page
4. Follow the prompts to log into your profile
5. Scroll down to the News Flash section
6. Click on the phone or email icon to subscribe/unsubscribe



**CITY HALL RELOCATION** City Hall Temporary Relocation  
[Read On...](#)

How Do I... City Services Business Our Community Government

Select Language

Search our site...

News Flash

METHOD	LIST NAME	DESCRIPTION
	City News	General news regarding the City of Monroe
	Community Development	Building, Planning, Permitting
	Community Development	
	East County Warming Shelters	
	Economic Development	
	Emergency Management	
	Parks & Recreation	
	Planning Commission	
	Police Department	

# 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	MHP31 at MPD	
	MPD Outreach Team	MPD Outreach Team		MHP31 at MPD DV Advocate at MPD		
		TTNS Community Dinner		Community Court Virtual Resource Center 11am Zoom Number: 816 8978 9409	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	\$32,703.00	12/2023
EvergreenHealth Recovery Center	AWC/ARTG	12/2022	Detox and inpatient treatment for uninsured Monroe/Sultan residents	\$66,000.00	\$14,627.00	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	\$14,034.32	12/31/2023
Heather's Hope Communities	ARP	01/2022	Group home for McKinney Vento families	\$75,500.00	\$60,969.94	10/2024
Housing Hope	ARP	09/2022	Support services for 62 families enrolled in the services program	\$77,433.50	\$61,628.39	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	\$63,590.92	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	\$8,400.00	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	\$99,522.62	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	\$ 49,872.27	10/2024
St. Vincent de Paul	HSA22	12/2022	Computers, bilingual staff, offsetting rent for service providers at Resource Center	\$28,500.00	\$ 15,854.25	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	\$29,846.90	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)	\$120,000.00	\$65,102.00	6/1/2026
The Hand Up Project	ARP	09/2022	Hotel respite program for McKinney Vento families	\$207,997.00	\$167,721.44	10/2024
Volunteers of America	ARP	01/2022	ECEAP	\$75,500.00	\$0	10/2024

Awardee	Source	Award Date	Program/Description	Award	Reimbursed	Expiration
<del>Volunteers of America</del>	SCPP	05/2022	<del>Mobile Mental Health (50% match: 30K/30K Sultan and Monroe)</del>	\$60,550.00	<del>\$60,550.00</del>	<del>12/31/2023</del>
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
<del>Monroe/Sky Valley YMCA</del>	ARP	01/2022	<del>Childcare staff retention</del>	\$34,775.00	<del>\$34,775.00</del>	<del>10/2024</del>
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	\$8,812.77	12/31/2023



# COMMUNIUTY HUMAN SERVICES ADVISORY BOARD

Regular Business Meeting  
Thursday, September 7, 2023, 6:00 PM  
Hybrid Meeting: Zoom Online Meeting Platform  
and Parks & Public Works Building at 769 Village  
Way

**CHAIR**  
James Harrigan  
**VOTING MEMBER**  
Dawnelle Carroll  
Jim Bloss  
Roger Bacon  
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. Board members, 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: 890 3178 5511

Passcode: 680139

### 2 ROLL CALL

**PRESENT:** [Dawnelle Carroll, Jim Bloss, Roger Bacon, Tony Balk, Marci Scott-Weis, James Harrigan, Roger Evans]

**EXCUSED:**

**STAFF  
PRESENT:** [Deborah Knight, Lance Bailey, Rachel Adams, Zach Humphreys]

### 3 PUBLIC COMMENTS

There were no public comments.

## 4 CONSENT AGENDA

### a) **Minutes from 8/17/2023**

Board member Tony Balk moved to approve the Aug 17, 2023, CHSAB minutes. Board member Roger Bacon seconded the motion. A vote was held. The motion passed 7/0.

## 5 ANNOUNCEMENTS/PRESENTATIONS

### a) **2024-2044 Comprehensive Plan - Equity and Inclusion - *Lance Bailey***

Community Development Director, Lance Bailey, gave a presentation on the City's 2024-2044 Comprehensive Plan definition of Equity and the work that the Planning Commission had done to develop such a definition.

After the presentation, Director Bailey asked for feedback from the board.

Board Member Jim Bloss made a motion to accept the definition of Equity and then promptly withdrew his motion once he was informed that the purpose of the presentation was not necessarily to make a motion but to provide feedback.

It was then noted by Board Member Scott-Weis that the definition of Equity did not refer to "sex" in the inclusive component of the definition of equity. Scott-Weis advised the City to examine the Washington State Department of Health and Human Services definition of equity to gain further insight.

There was discussion on whether the definition of Equity was really a definition of Equity or a statement of intent. Director Bailey recommended that the City consider switching from a definition to a statement.

Board member Bloss suggested that the definition of Equity be reviewed annually at least to ensure compliance with the definition. Board member Bacon additionally recommended that a plan for analysis and feedback be incorporated into the definition.

Both board members Carroll and Bacon asked for clarification on the differences and necessities of the definition's reference to satisfaction and high quality of life. Both board members asked that those components of the definition be clarified.

b) **Temporary Encampments - *Lance Bailey***

Community Development Director, Lance Bailey, gave a presentation on the legal nuances of encampments in the City's Code. After the presentation, the board provided some suggestions.

In light of the presentation, board member Carroll recommended that the City consider incorporating a requirement that all encampments, both temporary and other, must provide wrap-around human services for the encampment or show that the encampment has partnered with other agencies to provide the needed wrap-around services.

Board member Scott-Weis recommended that the encampment code make an accommodation for RVs.

## **6 UNFINISHED BUSINESS**

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

Human Services Coordinator, Rachel Adams explained the reason for Take the Next Step's change of scope request to approve their change of scope request to use \$2,200 of the entertainment line item for neighborhood block parties to support entertainment at the Belonging event hosted by the Monroe Equity Community on September 9, 2023. After the presentation, the change of scope request was discussed.

Due to board member Marci Scott-Weis' affiliation and membership on the Take the Next Step board, she made a choice to abstain from any vote on this issue.

A discussion was had on the procedural clarity of the issue at hand. Two arguments were made. One that, given Take the Next Step's staffing and cost concerns with using the money to plan an event themselves, a vote in favor of the change of scope would allow the money to be used for a community event in partnership with another organization.

The other argument made was that a vote in favor of the change of scope could set a precedent where grantees determine how excess funds from an award are redistributed instead of the grantor. It was argued that the City had the privilege as grantor to receive applications from other parties who may be interested in the excess funds and redistribute awards accordingly.

After this discussion, a motion was made by board member Bloss to approve Take the Next Step's change of scope request to use \$2,200 of the entertainment line item for neighborhood block parties to support entertainment at the Belonging event hosted by the Monroe Equity Community on September 9, 2023. The motion was seconded by board member Dawnelle Carroll. A vote was held. The motion passed 5/1 and 1 abstention.

## **7 NEW BUSINESS**

### **a) TTNS Change of Scope Request to Amend Contract Number 2022-102**

Human Services Coordinator, Rachel Adams, presented Take the Next Step's change of scope request to approve amending contract number 2022-102 with Take the Next Step (TTNS) to reduce the required match from \$63,000.00 to \$18,535.89 for mental health services.

Due to board member Marci Scott-Weis' affiliation and membership on the Take the Next Step board, she made a choice to abstain from any vote on this issue.

A motion was made by board member Tony Balk to approve amending contract number 2022-102 with Take the Next Step (TTNS) to reduce the required match from \$63,000.00 to \$18,535.89 for mental health services. The motion was seconded by board member Jim Bloss. A vote was held. The motion passed 6/0 and 1 abstention.

### **b) THUP Change of Scope Request**

Human Services Coordinator, Rachel Adams, presented The Hand Up Project's change of scope request to approve the requested change of scope to reallocate budget line items to extend lodging of participants.

Board member Dawnelle Carroll informed the board of her choice to abstain.

A motion was made by board member Jim Bloss to approve the requested change of scope to reallocate budget line items to extend the lodging of participants. The motion was seconded by board member Tony Balk. A vote was held. The motion passed 6/0 and 1 abstention.

## **8 BOARDMEMBER REPORTS**

There was one board member report made by Jim Bloss. Jim was seeking clarification on an accounting term that board member Scott-Weis used. Board member Scott-Weis used the term "de minimis" when referring to the \$2,200 of the entertainment line item for Take the Next Step's neighborhood block parties that they were requesting to use to support entertainment at the Belonging event hosted by the Monroe Equity Community on September 9, 2023.

## **9 STAFF/DEPARTMENT REPORTS**

There were no staff or department reports.

## **10 ADJOURNMENT**

Board member Jim Bloss moved to adjourn the meeting. Board member Roger Evans seconded the motion. A vote was held. The motion passed 7/0.

Next Meeting **September 21, 2023** at 6:00 p.m.



# COMMUNIUTY HUMAN SERVICES ADVISORY BOARD

Regular Business Meeting  
Thursday, September 21, 2023, 6:00 PM  
Hybrid Meeting: Zoom Online Meeting Platform  
and Parks & Public Works Building at 769 Village  
Way

**CHAIR**  
James Harrigan  
**VOTING MEMBER**  
Dawnelle Carroll  
Jim Bloss  
Roger Bacon  
Tony Balk  
VACANT  
Roger Evans

## MINUTES

### 1 CALL TO ORDER

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### 2 ROLL CALL

**PRESENT:** [Dawnelle Carrol, Jim Bloss, James Harrigan, Roger Evans]

**EXCUSED:**

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

### 3 PUBLIC COMMENTS

There were no public comments.

## 4 CONSENT AGENDA

### a) **Minutes from September 7, 2023**

Board member Bloss moved to approve the 09/07/2023 CHSAB minutes. Board member Evans seconded the motion. A vote was held. The motion passed 4/0.

## 5 ANNOUNCEMENTS/PRESENTATIONS

### a) **Snohomish County Opioid Settlement MAC Group Update - *Rachel Adams***

Rachel Adams, Human Services Coordinator, introduced David Fine from the Snohomish County Department of Emergency Management and program manager for the response to the opioid crisis through the Snohomish County Multi-Agency Coordination Group (MAC).

Mr. Fine presented the history and formation of the MAC as well as the group's strategic goals and objectives. After, Mr. Fine answered questions from the board.

## 6 BOARDMEMBER REPORTS

Board member Evans reported that December 16th would be the third annual Christmas giveaway for the homeless and invited board members to participate.

Board member Harrigan informed the board about a new family farm he found in Sultan and encouraged members to visit it.

## 7 ADJOURNMENT

A motion was made to adjourn the meeting by board member Bloss and was seconded by board member Evans. A vote was held. The motion passed 4/0. The meeting adjourned at 7:08 P.M.

Next Meeting **October 5, 2023** at 6:00 p.m.





# COMMUNIUTY HUMAN SERVICES ADVISORY BOARD

Regular Business Meeting  
Thursday, October 5, 2023, 6:00 PM  
Hybrid Meeting: Zoom Online Meeting Platform  
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Way

**CHAIR**  
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### 2 ROLL CALL

**PRESENT:** [Roger Evans, Tony Balk, Roger Bacon, James Harrigan]

**EXCUSED:** [Dawnelle Carroll]

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

### 3 PUBLIC COMMENTS

There were no public comments.

#### **4 CONSENT AGENDA**

a) **Minutes from 9/21/2023**

Board member Bloss made a motion to approve the 9/21/2023 minutes. Board member Evans seconded the motion. A vote was held. The motion passed 5/0.

#### **5 ANNOUNCEMENTS/PRESENTATIONS**

a) **Homeless Policy Task Force (HPTF) - *Rachel Adams***

Jim Dean from the Homeless Policy Task Force presented the goal, purpose, and scope of the HPTF emphasizing that the organization is fundamentally built on the collaboration between different organizations. Mr. Dean acknowledged that anyone could join and participate in HPTF meetings. After the presentation, Mr. Dean took comments and questions from the board.

#### **6 BOARDMEMBER REPORTS**

Roger Bacon inquired as to the status of the City's panhandling information card that was going to be distributed to businesses.

Tony Balk provided an update and a few comments related to the Community Advisory Committee meeting that he attended for the City's Comprehensive Plan on behalf of the CHSAB.

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

Mr. Humphreys reminded the CHSAB of the 10/30 joint evening comprehensive plan update meeting with EDAB, CHSAB, Planning Commission, the Park Board, and the City Council.

#### **8 ADJOURNMENT**

Board member Bloss made a motion to adjourn the meeting. Board member Balk seconded the motion. A vote was held. The motion passed 5/0. The meeting was adjourned.

Majority vote to extend past 8:00 p.m.  
Next Meeting **October 19, 2023** at 6:00 p.m.



# COMMUNIUTY HUMAN SERVICES ADVISORY BOARD

Regular Business Meeting

Thursday, October 19, 2023, 6:00 PM

Hybrid Meeting: Zoom Online Meeting Platform  
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Way

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**VOTING MEMBER**

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### 1 CALL TO ORDER

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Passcode: 680139

### 2 ROLL CALL

**PRESENT:** [Dawnelle Carroll (arrived at 6:08), Jim Bloss, Roger Bacon, Tony Balk (arrived at 6:05), James Harrigan, Roger Evans]

**EXCUSED:**

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

### 3 PUBLIC COMMENTS

There were no public comments.

## 4 CONSENT AGENDA

### a) **Minutes from 10/05/2023**

A motion to approve the 10/05/2023 CHSAB minutes was made by board member Jim Bloss. The motion was seconded by board member Roger Evans. A vote was held. The motion passed 4/0.

Board members Tony Balk and Dawnelle Carroll did not arrive until after the vote was held at 6:05 and 6:08 PM respectively.

## 5 ANNOUNCEMENTS/PRESENTATIONS

### a) **Snohomish County Health Department Community Health Assessment (CHA) Presentation - *Rachel Adams***

Rachel Adams, Human Services Coordinator, introduced Jana Rafi and Kayla Sullivan from the Snohomish County Health Department to present the 2022 Community Health Assessment (CHA). After the presentation, they both took questions from board members and present staff.

## 6 DISCUSSION ITEMS

### a) **Human Services Awards Ad Hoc Review Team - *Rachel Adams***

Ms. Adams explained to the CHSAB that the applications for the Human Service Awards for the coming year would need to be reviewed by either an Ad Hoc Committee of no more than three CHSAB members or could be reviewed first by the full board.

Board members Balk, Carroll, and Evans volunteered to be a part of an Ad Hoc CHSAB application review committee if the board chose to review applications that way.

## 7 BOARDMEMBER REPORTS

## 8 STAFF/DEPARTMENT REPORTS

- a) **Board Recognition Social Event to be held before the Joint Comprehensive Plan Overview on October 30th.**

Ms. Adams reminded the board of the joint event on 10/30.

- b) **Business Resource Toolkit Rachel Adams**

Ms. Adams presented the final version of the Business Resource Toolkit to the CHSAB.

## 9 ADJOURNMENT

Board member Bloss moved to adjourn the 10/19 CHSAB meeting. Board member Evans seconded the motion. A vote was held. The motion passed 6/0.

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

Next Meeting **November 2, 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>	Green
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.

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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.	

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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			

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# After Action Report Excercise-2023-001-GSO 10/19/2023

## Event Overview

On October 19, 2023, RAVE alert for the Great Washington Shake Out Exercise. This alert included a poll with three options for employee welfare response. The alert was sent to 156 individuals out of which 45 responded.

## Event Goals and Objectives

- Test the notification system
- Test the ability to determine employee welfare

## Analysis of Issues

### Issue #1: Provide notification to City Employees

- **Activity:** Rachel Adams and Brad Feilberg preplanned a RAVE alert for text, email and voice message to “Monroe All-Hands” distribution list on 10/19/2023.

**From:** Brad Feilberg <[Snoco@getrave.com](mailto:Snoco@getrave.com)>  
**Sent:** Thursday, October 19, 2023 10:23:00 AM  
**To:** Rachel Adams <[RAdams@monroewa.gov](mailto:RAdams@monroewa.gov)>  
**Subject:** MON - 2023 Shake Out Exercise

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

This is the Great ShakeOut Earthquake Drill. Right now, DROP, COVER, AND HOLD ON. Use link to check in:

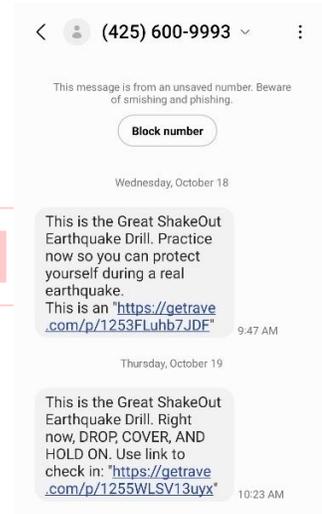
<https://getrave.com/p/1255WLXCu5v2R>



THE ADVENTURE  
STARTS HERE!

**Brad Feilberg, P.E. | Volunteer Emergency  
Management Coordinator**

[806 West Main Street | Monroe, WA 98272](https://www.monroewa.gov/806-West-Main-Street-Monroe-WA-98272)



- **Observation:** Alerts were successfully sent out.
- **Reference(s):** [getrave.com](https://getrave.com)
- **Analysis:**

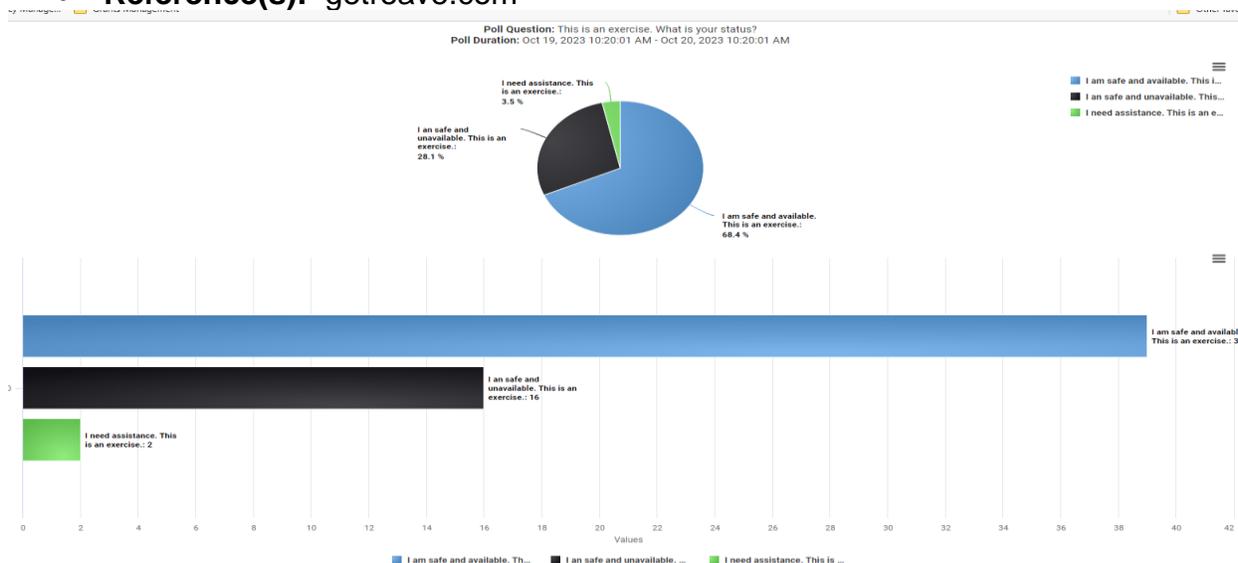
### Alert Reports

MOVE	SENT	LIST	NAME	METHODS	USERS	RESPONDENTS	SENDER	STATUS
<input type="checkbox"/>	10/19/23 10:20 AM	MON - Monroe All-Hands	☑ MON - 2023 Shake Out Exercise	📧 📧 📧	156	45	R. Adams	Completed

### Issue #2: City Employee Welfare Check

- **Activity:** Requested employees to submit a response to notification email by using a link to check in. The link had three poll responses to choose from to communicate the employee’s status.

- **Observation:** Only 45 of 156 City Staff submitted an exercise poll response.
- **Reference(s):** getreave.com



- **Recommendation(s):** Determine cause of low response rate and provide training as needed: Are they not getting it? Do they not know what to do with it when they get it? Are they are ignoring it/Don't care? Did they get overwhelmed by alerts?

### Issue #3: Email Profiles

- **Activity:** The alert should have come from the MCC info group.
- **Observation:** The information appeared to come from Brad.
- **Reference(s):** Above referenced email message pictured in issue #1.
- **Analysis:** Should have used the Monroe Coordination Center information group profile.
- **Recommendation(s):** Create a SOG for RAVE alerts. Use the MCC group instead.

### Issue #4: Text Profile

- **Activity:** Sent the text message out using the local government profile – was that appropriate?
- **Observation:** Text message was from a 425-phone number
- **Reference(s):** Above referenced text message pictured in issue #1.

- **Analysis:**
- **Recommendation(s):** Ask SnoCo DEM if we need a different profile for alerts from Monroe. Is local government supposed to be from SnoCo to local government or for local governments to use?

**Conclusion**

**Appendix A: Improvement Plan**

1. Have people review contact information.
2. Determine cause of low response rate and provide training as needed.
3. Create a SOG for RAVE Alerts.
4. Use MCC group.
5. Local Government Profile v. Monroe Profile.

**After Action Plan Improvement Matrix**

Issue & Recommendation	Staff/Program responsible for correction	Supporting staff or programs	Target date for resolution or completion
<b>Provide notification to City Employees</b> Have people review contact information.			
<b>City Employee Welfare Check</b> Determine cause of low response rate and provide training as needed			
<b>Email Profiles/Info Group.</b> Create a SOG for RAVE alerts. Use the MCC group instead.			
<b>Text Profile</b> Ask SnoCo DEM if we need a different profile for alerts from Monroe.			