



## King County

### Community Services Division

#### Department of Community and Human Services

401 5th Avenue, Suite 500

Seattle, WA 98104

**206.263.9105** FAX: 206.205.6565

TTY RELAY: 711

**Regional Human Services Citizen Oversight Board (RHSCOB) and  
Veterans Citizen Oversight Board (VCOB)  
Joint Levy Oversight Board  
Meeting Summary  
July 28, 2016, 10:15 am – 12:15 pm  
Bellevue Library, 1111 110<sup>th</sup> Ave NE, Room 3,  
Bellevue, WA 98004**

### Call to Order

The meeting was called to order by VCOB Vice-Chair Elbert Reed at 10:24am.

### Roll Call

**Regional Human Services Citizen Oversight Board (RHSCOB) Members Present:** David Ramsay-Co-Chair, Kate Slaminko-Co-Chair, Gary Haines, Linda Smith, John Forsyth and Chad Buechler.

**RHSCOB Members Excused/Absent:** Lynette Jordan and Marilyn Cooks.

**Veterans Citizen Oversight Board (VCOB) Members Present:** Mary Kay Lewis, Leon Richardson and Elbert Reed-Vice-Chair.

**VCOB Members Excused/Absent:** Julia Sheridan, Curtis Thompson, Sterling Leibenguth, Chris Porter and Francisco Ivarra-Chair.

**King County Staff Present:** Leo Flor, Department of Community and Human Services (DCHS); Joe Hall (DCHS); April Yee (DCHS); Jon Hoskins (DCHS); Noa Kay (DCHS); Adam Schmid (DCHS).

**Guests:** None.

### Review of Meeting Summaries

The following meeting summaries were approved as written:

- June 22, 2016 RHSCOB.

The following meeting summaries could not be approved due to lack of VCOB quorum:

- April 28, 2016 Joint
- May 19, 2016 VCOB.

Approval of these meeting summaries was tabled for future meetings.



### **Presentation: 2015 Veterans and Human Services (VHS) Levy Annual Report**

Jon Hoskins presented the highlights of the 2015 VHS Levy Annual Report:

- The levy served nearly 37,000 clients in 2015.
- The King County Veterans Program provided \$815,411 in financial assistance for utilities, move-in costs and eviction prevention.
- Capital housing funds leveraged 168 units of public housing.
- Family Play and Learn Groups throughout the county supported 4,046 families in multiple languages to more confidently parent their young children.

He also highlighted a four-page data report on the levy's cumulative impact:

- An average of 800 formerly homeless clients have maintained their permanent housing each year since 2012.
- The levy has helped fund 2,009 low-income housing units since 2007.
- Levy-funded programs to reduce high utilization of jails, emergency medical care, community psychiatric hospitals, sober centers and shelter have led to an estimated total of \$7 million in cost offsets since 2012.

### **Levy Renewal**

Leo Flor, Levy Renewal Manager, notified the boards of a reorganization in the VHS Levy staff team. The person who will backfill for Marcy Kubbs as Levy Coordinator will be reporting to him; previously that position had reported to Pat Lemus, Special Projects Manager III.

County Council is drafting a motion that, if passed, would require the Executive and DCHS staff to respond to questions, analysis and recommendations about a renewed VHS Levy:

- Should a renewed levy retain or revise the current levy's three goals (prevent and reduce homelessness, reduce unnecessary criminal justice and emergency medical system involvement, and increase self-sufficiency of veterans and vulnerable populations)?
- Should a renewed levy include new goals and strategies?
- How will the proposed renewed levy adapt to meet the current needs of the community?

If Council passes the motion, Leo Flor will prepare a response to Council and as a part of that preparation requested a 1.5-hour session to meet with the VCOB (in August) and the RHSCOB (in September). Both boards were amenable to this proposal. At both sessions Adam Schmid, Operation Specialist, will report on input received through community outreach meetings. The estimated timeline for this course of action is that the Executive would transmit in October 2016 a response to the possible Council motion.

For planning purposes, DCHS is preparing to support the Executive in drafting a proposed ballot measure for VHS Levy renewal in the first quarter of 2017. This timeline would allow the Council to consider the ballot measure and enable passage in time for the 2017 Primary election. The proposed ballot date is not yet decided, so this timeline reflects DCHS planning assumptions.

### **Fiscal Update**

Joe Hall provided an update of levy expenditures from January through June of 2016. These expenditures reflect first quarter invoices from most levy activities. Levy staff are in the process of following up with program managers that have below average expenditure rates. For both the veterans and human services funds, 36% of the total program budget was spent by the end of

June 2016. Mr. Hall anticipates that by August he will have a financial update with second quarter expenditures for the boards.

### Staff Report

April Yee reported on the 2015 levy fund balance:

<b>Fund Source</b>	<b>2015 Fund Balance</b>	<b>Amount Available for Reprogramming</b>
Veterans	\$268,164	\$0
Human Services	\$24,634	\$24,634

The veterans levy fund balance has been committed for fiscal year 2016 to the Veterans Welcome One Home Initiative (ending veteran homelessness) and to the VHS Levy renewal. The Human services fund balance has yet to be reprogrammed by the RHSCOB. Staff is preparing a list of options for reprogramming to be presented to the RHSCOB at their September meeting.

Ms. Yee presented materials prepared by Rick Ybarra, King County Boards and Commissions Liaison, on the Open Public Meetings Act (OPMA) and other board-related questions. There were no questions about the materials.

Ms. Yee presented the board with research findings on developing a telecommuting policy per expressed board member interest:

- Currently no boards within DCHS have a telecommuting policy.
- The Department of Juvenile and Adult Detention Board, however, allows board members to telecommute to meetings to count towards quorum, and members who telecommute can vote.
- The OPMA permits board members to telecommute to meetings as long as the meeting remains accessible to the public.
- The King County Council adheres to Ordinance 18002 which allows councilmembers to telecommute to meetings only in the event of an emergency, urgent circumstances, inclement weather or family emergency.

Furthermore, were the board to consider developing a telecommuting policy, Ms. Yee recommended the boards consider the following:

- Minimum time requirements for a board member to telecommute in order to count towards quorum and vote
- Requirements regarding calling in on-time
- Setting a maximum amount of times per year a board member may telecommute to meetings.

Elbert Reed volunteered to follow-up with Ms. Yee to explore the feasibility of utilizing web technology for video conferencing or the use of phone conference bridges, depending on the meeting location. Kate Slaminko, RHSCOB Co-Chair, moved to table the discussion for a future meeting.

Ms. Yee presented proposed changes to the board operating procedures:

1. Clarify that it is the role of King County staff to follow-up with board members who have multiple unexcused absences
2. Require full board approval before a board member can speak on behalf of the board to either the County Executive or members of the County Council
3. Remove the requirement for new board members to attend two board meetings before they may apply for nomination

4. Confirm that per Executive Policy LES 7-1 (AEP) it is the role of the Boards and Commissions Liaison to contact County Councilmembers in the event of a board vacancy in their district.

Kate Slaminko advised a revision of the second proposed revision, and suggested a stipulation that would allow chairs and vice-chairs to meet with the County Executive and members of the County Council without full board approval. The boards were unable to take action on these proposed changes due to a lack of a quorum for the VCOB.

Ms. Yee reminded the boards that members may receive a \$15 reimbursement for meetings in Seattle or \$10 for meetings outside of Seattle. The County requires a completed W9 for each board member in order to issue these reimbursements, which is a one-time filing requirement.

Ms. Yee presented the finished board lapel pins. Although the original intent was to honor board members with a pin at the conclusion of their term of service, Leon Richardson proposed distributing the pins to current board members so they may be easily identified at public meetings. This decision was tabled for a future meeting.

#### **Old Business**

No old business.

#### **New Business**

No new business.

#### **Public Comment**

No public comment.

#### **Adjournment**

The meeting was adjourned at 12:05pm.