

## **Human Services Advisory Committee Meeting Minutes**

Renton City Hall  
Council Conference Room, 7<sup>th</sup> Floor  
May 19, 2015 3:00 p.m.

**CALL TO ORDER:** Ryan McIrvine, Vice-Chair, called the meeting to order. A quorum was present.

**ATTENDANCE:** Ryan McIrvine, Linda Smith, Brook Dodd, Kyle Burleigh **Absent:** Amy Koehl, Leslie Anderson, Chad Buechler **Staff:** Karen Bergsvik, Dianne Utecht, Jennifer Jorgenson  
**Guests:** City Councilmember Ruth Perez; BERK Consultants Annie Saurwein and Allegra Calder

### **1. APPROVAL OF PREVIOUS MINUTES**

Minutes were tabled due to lack of a quorum.

### **2. WELCOME**

Allegra gave a brief overview of the items used to help form the Draft Human Services Strategic Plan:

Community Needs Assessment

Public Engagement Summary from the five World Café conversation discussions

Draft Funding Plan

The Strategic Plan recommends that it be updated as appropriate along with the biennial budgets and Comprehensive Plan updates.

### **3. DRAFT HUMAN SERVICES STRATEGIC PLAN**

Allegra asked for feedback on the Plan.

Comments:

- The list of the Advisory Committee members needs to be updated
- Who is the intended audience? If it is the public, then the document needs to take into consideration the jargon within – does the general public have any idea who, or what, a ‘stakeholder’ is? On page 2 – the word ‘navigator’ is not normally used by the public. Is there a more appropriate word that can be used?
- Special Initiative #5 needs to be quantified.
- The word ‘advocate’ needs to be re-phrased.
- Second bullet, second word, ‘with’ should be changed to ‘between’

The general consensus was the overall scope of the plan looks good.

### **4. DRAFT FUNDING PLAN**

Exhibit 1 lists identical figures for both prior year categories. Dianne clarified the listed figures are not correct.

The Chair raised the question, “What if we turned the entire process upside down, and had the agencies make submissions based on our contracts for the Needs areas?” This would provide the

opportunity to examine contracts with bids, versus grants being based on the proposal process. The City would need to consider leaving the consortium and getting away from the generalized grant application packages.

Advisory Committee members were not comfortable with using the proposed percentages in Exhibit E. It was suggested that bullet points be used instead of percentages.

Allegra suggested thinking about using minimums as a basis for funding.

The Chair asked the group to consider what do we need at a minimum for basic survival needs for the citizens of Renton? Is there a better way to do this?

Will there be protected services?

What are they?

What do you propose for allocations?

How do we know that we're funding what needs to be funded?

Should we look into the financial stability of funded agencies?

A comment was made that, as the process currently stands, we need to add a disclaimer stating that funding is based on competitive applications.

Staff noted that on page 8, item #3, the wording needs to include align to City...

Members were asked to look at creating a set-aside or a percentage for funding for capacity building. Capacity building would also incorporate updating the Funding Plan and the Community Needs Assessment.

The members feel that this plan clarifies the issues around the funding process.

Berk will re-work the funding page and re-emphasize the competitive aspect of the funding process.

**5. NEXT STEPS**

Allegra explained this is their last meeting as consultants to participate in the Human Services Committee meetings, and they thanked the group for all of their hard work to help create these documents. They were thanked for all of their work.

The status of filling the vacant Committee position was asked about. The diversity of the committee members is important to consider. Anh may still be interested. It was noted there is an open call for applicants on the Human Services web page. Members would like to see other social media being used to help fill the vacancy.

The meeting adjourned at 4:50 p.m.

Respectfully submitted,



*Shannon Matsen, Chair*

NEXT REGULAR MEETING: JUNE 16, 2015, 7<sup>th</sup> Floor, Renton City Hall  
COUNCIL CONFERENCE ROOM