



Human Services Commission Meeting

Date: April 25, 2023

Time: 6:30 p.m.

Place: Council Chambers - 123 5th Ave Kirkland WA, 98033

The commission is directed by the City Council to advise the Parks and Community Services Department, City Manager, and City Council in leading the City's efforts to support a socially sustainable community through health and human services and programs that fulfill the basic needs of all people and enhance the quality of life in our city now and into the future.

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. LAND ACKNOWLEDGEMENT**
- 4. APPROVAL OF MINUTES**
 - a. March 28, 2023
- 5. ITEMS FROM THE AUDIENCE**
- 6. BUSINESS ITEMS**
 - a. Commissioner Introductions
 - b. City's Response to Homelessness Update
- 7. SPECIAL PRESENTATIONS**
 - a. 4 Tomorrow
- 8. COMMUNICATIONS**
 - a. Commissioner Reports
 - b. Staff Reports and Announcements
- 9. ADJOURNMENT**

Upcoming Commission Activities:

May 23, 2023 – Regular Meeting (virtual)

October 3, 2023 – Joint Meeting with City Council (in-person)

Alternate Formats: Persons with disabilities may request materials in alternative formats. Persons with hearing impairments may access the Washington State Telecommunications Relay Service at 711.

Title VI: Kirkland's policy is to fully comply with Title VI of the Civil Rights Act by prohibiting discrimination against any person on the basis of race, color, national origin or sex in the provision of benefits and services resulting from its programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with the City.

To request an alternate format, file a complaint or for questions about Kirkland's Title VI Program, contact the Title VI Coordinator at 425-587-3011 or titlevicoordinator@kirklandwa.gov.

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CITY OF KIRKLAND

HUMAN SERVICES COMMISSION

Minutes Commission Regular Meeting

March 28, 2023

1. CALL TO ORDER

Chair Gildas Cheung called meeting to order at 6:32pm

2. ROLL CALL

Members Present: Commissioners, Chloe Sow, Melantha Jenkins, Gabriella Lopez Vazquez, Marjorie Carlson, Vice Chair Jory Hamilton and Chair Gildas Cheung

Commissioners Jonathan Stutz and Michelle Alten-Kaehler absent.

Staff Present: Jen Boone, Human Services Manager, Amanda Judd, Human Services Coordinator, Antoinette Smith, Human Services Coordinator

Meeting Recorder: Regi Schubiger, Youth Services Coordinator

3. LAND ACKNOWLEDGEMENT

Chair Gildas Cheung read land acknowledgement. Commissioner Gabriella Lopez Vazquez will read the acknowledgment at the April meeting.

4. APPROVAL OF MINUTES

Chair Gildas Cheung requested a motion to approve the February 28, 2023 minutes. Motion made by Commissioner Jory Hamilton and seconded by Commissioner Marjorie Carlson seconded. Motion carried (Yes: 6 No: 0).

5. ITEMS FROM THE AUDIENCE

None

6. BUSINESS

- a. Education Session – Essentials First

Irene Muller from Essentials First shared information about their services and programming provided to Eastside communities.

- b. 2022 Agency Performance Review

Commissioners reviewed the 2022 Human Services Agency Performance Tracker.

c. 1406 Funding Recommendations

Commissioners reviewed the staff recommendations for allocating additional House Bill 1406 funding. Following the discussion Vice Chair Jory Hamilton made a motion to approve the staff recommendations. The motion was seconded by Commissioner Melantha Jenkins. Motion carried.

7. COMMUNICATIONS

a. Commissioner Reports

Vice Chair Jory Hamilton reported back on Parks Funding Exploratory Committee's (PFEC) work. Recommendations made by the group were recently discussed at a City Council meeting. Council provided feedback for next steps including a community survey to collect additional community feedback.

Commissioner Michelle Alten-Kaehler reported back from her meeting with Mary Wilbur and what she learned about the Native American Education Program in Lake Washington School District.

b. Staff Reports

Human Services Manager Jen Boone let the group know that they will be having a joint meeting with City Council toward the end of year. They are currently looking at dates in the Fall. Commissioners were asked to provide feedback on their preferred date(s). Final date announced at next meeting.

Jen also shared that the City recently hired new Homeless Outreach Coordinator who starts next week. She will be attending the April Commission meeting which will be in Council Chambers at City Hall.

Human Services Coordinator Amanda Judd gave a brief update on the City's severe weather/hotel voucher program for the 2022-23 winter season.

8. ADJOURNMENT

Chair Gildas Cheung requested a motion to adjourn. Moved by Commissioner Melantha Jenkins and seconded by Commissioner Marjorie Carlson. The meeting was adjourned at 8:11 p.m.



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123 5th Avenue Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Jen Boone, Human Services Manager

Date: April 18, 2023

Subject: COMMISSIONER INTRODUCTIONS

RECOMMENDATION:

The Human Services Commission meet the two newly appointed Commissioners.

BACKGROUND:

Two new Commissioners were appointed to the Human Services Commission last month. Both Commissioners will attend their first meeting this month. The Council appointed Cristian Liu and Sriram Rajagopalan to fill the vacant seats. Both were appointed to a four-year term ending 03/31/2027. The Commission and staff will participate in an exercise to get to know the new Commissioners as part of the onboarding process.

You can read the new Commissioner bios [here](#).



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MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Jen Boone, Human Services Manager

Date: April 19, 2023

Subject: CITY'S RESPONSE TO HOMELESSNESS

RECOMMENDATION:

That the Commission receive an update on the City's response to homelessness.

BACKGROUND:

The City is committed to helping ensure our city is safe, inclusive, and welcoming to all, including those members of our community experiencing homelessness. Our goal is to help connect individuals experiencing homelessness with the resources they need, including housing. The City does not criminalize homelessness, meaning a person being homeless is not a crime. The City's philosophy is to meet a resident where they are and connect them with the appropriate resources for the situation. Over the last few years, the City has invested additional resources through the Police Department, City Manager's Office, and Parks and Community Services to enhance how we work together in partnership to support residents experiencing homelessness.

Through a comprehensive approach in partnership with local non-profit organizations and regional partners, the City supports unhoused residents using a continuum of care approach.

1. Prevention

Prevention efforts keep people housed when experiencing instability. The City funds several prevention efforts including emergency financial assistance programs at Attain Housing, Hopelink, 4 Tomorrow, Muslim Community and Resource Center (MCRC), and Indian American Community Services; a full-time housing stability attorney at Eastside Legal Assistance Program dedicated to Kirkland residents with low to moderate income; employment, education and case management programs at Hopelink; and supportive services at Imagine Housing properties in Kirkland which include behavioral health services, basic needs, community activities and case management.

2. Street and Vehicle Outreach

Street outreach workers focus on meeting unhoused residents in the community. Through repeated interactions and occurrences with individuals experiencing homelessness, outreach staff build relationships to foster trust, provide basic need items, including food and water and connect residents with available services, including shelter, housing, healthcare, and other barriers impacting the ability to secure housing. The City received funding during the 2023-24 budget process to hire a full-time Homeless Outreach Coordinator to support unhoused residents in Kirkland. Meli Paulo was hired and started on April 5, 2023.

3. Emergency Shelter, Transitional Housing & Day Center Services

Shelter and day centers are short-term accommodations that provide a bridge between living unhoused and moving into permanent housing. The programs offer low barrier entry that offers temporary shelter while working with a case manager to secure permanent housing. The City funds five shelters that serve distinct populations on the Eastside: Catholic Community Services to serve families with children; The Sophia Way and Muslim Community Resource Center (MCRC) to serve adult women; Congregations for the Homeless to serve adult men; Friends of Youth to serve youth and young adults; and LifeWire for households fleeing domestic violence.

While they do not receive City funding, the City works in partnership with safe parking programs at Lake Washington United Methodist Church and Overlake Christian Church to support residents living in their vehicles.

During severe winter weather incidents, Human Services works with Police and Fire to distribute emergency hotel vouchers to provide temporary relief for those unhoused. The City partners with Baymont Inn using human services grant funding to provide this resource.

4. Permanent Housing

Permanent, affordable housing offers long-term stability for residents, allowing low to moderate income households to call Kirkland home. These goals can include seeking employment, furthering education, treatment for addiction, or aging in place. Permanent housing is categorized into three distinct areas:

Permanent Affordable Housing

The City of Kirkland has committed millions of dollars to [A Regional Coalition for Housing](#) (ARCH) who fund agencies to preserve and increase the supply of housing for low and moderate income (0-60% area median income) on the Eastside. Both Imagine Housing and King County Housing Authority have benefitted from ARCH funding and offer hundreds of affordable housing units in Kirkland for seniors, families, and individuals. Depending on the program, some units have access to case management support and additional wraparound services. Select providers, like Congregations for the Homeless, Attain Housing, and Hopelink offer scattered site housing throughout the region as well.

Permanent Supportive Housing

Permanent supportive housing offers permanent, subsidized housing with 24/7 wraparound services (basic needs, medical care, case management) for those identified as chronically homeless. Chronic homelessness is defined as either an unaccompanied homeless individual with a disabling condition who has been continuously homeless for a year or more, or an unaccompanied individual with a disabling condition who has had at least four episodes of homelessness in the past three years. Income is between 0-30% AMI to qualify. The first permanent supportive housing project in Kirkland is in partnership through the King County Health through Housing Initiative. The community is slated to open in 2024.

The City's Continuum of Care approach is summarized [here](#), including additional information around defining the different approaches, criteria, and how the City partners to provide comprehensive care to residents. The Human Services Dashboard provides a summary of funding awards and program descriptions since 2020 [here](#).

Staff often receive requests from community members asking how the City is addressing homelessness. In response, an interdepartmental team was tasked with creating a flyer summarizing City investments and FAQs to assist with fielding inquiries and sharing the City's current approach with community members. Historically, the City received information through three channels:

- Kirkland Police received calls through the non-emergency line reporting an encampment or unhoused individual
- Parks staff connected with unhoused residents in parks and other green spaces
- Human Services staff received a message through the Our Kirkland [portal](#) on the City's landing page

Since then, the City has committed significant resources to expand the City's first response model, impacting how the City responds to reports of residents experiencing homelessness, including the [Community Responder Program](#) and new Homeless Outreach Coordinator position. The City is also working regionally with Eastside cities and [King County Regional Homelessness Authority](#) (KCRHA) to develop a coordinated and holistic approach in addressing homelessness as the Eastside subregion as part of regional planning efforts led by KCRHA.

At the Commission's meeting, staff will provide an overview on how the City is responding to homelessness and introduce the new Homeless Outreach Coordinator.

ATTACHMENT A – City's Response to Homelessness Flyer



The City of Kirkland's Response to Addressing Homelessness

When we come together to support those who are unhoused with comprehensive services, our community builds stability, resiliency, and support, ensuring our City is safe, inclusive, and welcoming to all.

Through a comprehensive approach in partnership with local non-profit organizations and regional partners we are supporting unhoused residents in the following areas:

- **Prevention**

- Prevention supports keeping people housed
- The City funds a number of prevention efforts including (1) emergency financial assistance programs at Attain Housing, Hopelink and Indian American Community Services; (2) a housing stability attorney at Eastside Legal Assistance Program; (3) employment, education and case management programs at Hopelink; (4) supportive residential services at Imagine Housing properties in Kirkland which include behavioral health services, basic needs, community activities and case management

- **Street Outreach**

- Street outreach workers focus on meeting unhoused residents in the community. They build relationships to foster trust; provide basic need items, including food and water; connect residents with available services, including shelter, housing, or healthcare
- The City funds Catholic Community Services to offer a full-time street outreach clinician to support unhoused residents in Kirkland.

- **Emergency Shelter & Interim Housing Alternatives**

- Short-term accommodations that provide a bridge between living unhoused and moving into permanent housing. They offer low barrier entry that offers temporary shelter while working with a case manager to secure permanent housing
- The City funds (1) Catholic Community Services of Western Washington and Hopelink to serve families with children; (2) The Sophia Way and the Muslim Community Resource Center (MCRC) to serve adult women; (3) Congregations for the Homeless to serve adult men; (4) Friends of Youth to serve youth and young adults



Kirkland Place for Families and Women (2020)

- **Permanent Housing**

- Permanent, affordable housing offers long-term stability for residents, giving them the opportunity to work towards their goals. These goals can include seeking employment, furthering education, treatment for addiction, or aging in place
- The City of Kirkland has committed millions of dollars to A Regional Coalition for Housing (ARCH) who fund agencies to preserve and increase the supply of housing for low and moderate income on the eastside. Both Imagine Housing and King County Housing Authority have benefitted from ARCH funding and offer a number of affordable housing communities in Kirkland for seniors, families, and individuals

Frequently Asked Questions

What is the City of Kirkland's approach to individuals experiencing homelessness?

The City is committed to helping ensure our city is safe, inclusive, and welcoming to all, including those members of our community experiencing homelessness. Our goal is to help connect individuals experiencing homelessness with the resources they need, including housing.



How does the City learn about unhoused folks in need of services?

Kirkland Police receive calls through the non-emergency line, parks staff connect with residents in parks and other green spaces, and Human

Services receives messages through the Our Kirkland portal at <https://www.kirklandwa.gov/Government/Departments/Finance-and-Administration/Our-Kirkland>. All community members are encouraged to message city staff about community members in need.

How does the City respond when it receives information about an unhoused resident?

City staff relay information about unhoused residents to the Street Outreach clinician and/or Kirkland PD, depending on circumstances. The Street Outreach clinician connects with unhoused residents to build a relationship, provide basic needs, and get the resident connected with services.

Does the City allow overnight camping in its public parks?

No. By code, City parks are closed to the public overnight through posted hours of operation. Currently, the City does not strictly enforce this for unhoused individuals unless there are shelter beds available. Our intent is to either *directly connect* homeless individuals to nearby shelter beds or to offer an alternative City property for overnight camping by homeless individuals. This intent reflects the City's commitment to avoid criminalizing homelessness and in alignment with the Martin v. Boise decision.

What is the Martin vs. Boise decision? What do you mean by criminalize homelessness?

A federal district court found the enforcement of a no camping ban on public park property, which included misdemeanor citations and trespass removals, criminalized the conduct of being homeless. Fines for littering, citations, and other removals create barriers for unhoused folks to secure housing. It does not address the drivers of homelessness nor help unhoused folks secure housing. Accordingly, the court held it was unconstitutional to enforce an overnight camping ban against unhoused individuals unless the city could demonstrate nearby shelter beds were available.

What if there are services available, and the unhoused resident refuses?

For unhoused residents, receiving services is a process that takes time and requires trust. Often, unhoused residents must connect and develop a relationship with the person or agency offering services. There can be fear for their safety, distrust of the services offered, lack of autonomy or not wanting to receive help. Shelter does not work for everyone. The City is committed to improving available options for unhoused residents for whom shelter is not a good fit.

What about the clean-up of encampments on public property such as parks or greenspaces?

Whenever possible notice of at least 72 hours is posted before removal of personal belongings. A list of community resources is included with the posting. Removed belongings are stored for at least 60 days pursuant to RCW 63.32.010.

Does this same policy apply to private property?

No, Martin does not apply to private property. It is the discretion of the landowner if a trespass order is issued.

What is the City's approach if an individual is blocking a street or sidewalk and refuses to move?

Kirkland Police Officers resolve matters on a case-by-case basis, using their discretion to problem solve in a way that considers the entire community. They first offer resources and request that they move. If the person won't move, they may be cited for disorderly conduct pursuant to KMC 11.84A.030(5) and RCW 9A.84.030(1)(c).

What can you do as a Kirkland resident to support your unhoused neighbors?

Learn about the drivers of homelessness and the best practices to end it. Share what you have learned with others in the community. Volunteer your time to support your unhoused neighbors in need.

More information is available on the human services division homelessness webpage at <https://www.kirklandwa.gov/Government/Departments/Parks-and-Community-Services/Human-Services/Homelessness-in-Kirkland>.



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MEMORANDUM

To: Human Services Commission

From: Lynn Zwaagstra, Director
Jen Boone, Human Services Manager
Antoinette Smith, Human Services Coordinator, Equity

Date: April 18, 2023

Subject: AGENCY PRESENTATION: 4 TOMORROW

RECOMMENDATION:

That the Human Services Commission (HSC) receive a presentation from 4 Tomorrow to learn about services and programming provided to Eastside communities.

BACKGROUND DISCUSSION:

As part of the 2023 Human Services Commission work plan, community organizations are invited to share about the programs and services provided in the community. In developing the work plan, the HSC prioritized invitations to agencies whose programs were funded for the first time during the 2023-2024 budget cycle.

4 Tomorrow is a Bellevue-based organization serving Youth and Latinx communities on the Eastside. 4 Tomorrow has a team that include folks who provide in-language support to Portuguese- and Spanish-speaking community members. Their programming includes five core areas that include: mental health coordination and services, life services programming, financial assistance programs, anti-racism work, and community education programs.

4 Tomorrow's mission: To ensure our community's overall well-being by providing sensitive support and coordination. Our goal is to provide assistance and resources that help our community members navigate systems, overcome barriers, and build self-sufficiency.

4 Tomorrow envisions a vibrant and safe community where:

- Individuals have access to tools and support in order to achieve long and short-term goals
- Individuals have access to quality and culturally sensitive healthcare and mental health
- Youth and Latinx communities can organize to amplify their collective voice to build a better tomorrow

4 Tomorrow received funding to support three programs for the 2023-2024 grant cycle. It was the first time the agency applied for funding through the City's Human Services biennial grant funding process.

Below is a summary of the three programs funded for the 2023-2024 budget cycle:

Life Services Program: Life Services is a comprehensive case management program which provides culturally sensitive support to the Latinx communities in East King County. This unique one-stop-shop utilizes individualized coaching techniques to coordinate services and aid in navigating resources & systems. This program supports individuals in achieving short- and long-term goals related (but not limited) to: Housing Stability, Health and Mental Health Care, Immigration, Education, Crisis Prevention and Response etc.

Mental Health and Gap Therapy Program: The innovative program designed by the Latinx community provides coordination, gap therapy services, education, and community connection. In collaboration with their Life Services Program, the agency will engage East King County residents in various culturally sensitive access points for important resources.

Rental, Mortgage, and Move-in assistance: This program seeks to provide emergency rental, move in, and mortgage assistance to low to moderate income households (60% AMI or below) in East King County who are experiencing financial or housing instability. In collaboration with 4 Tomorrow's Life Services Program (LSP), this program seeks to address housing instability by pairing financial assistance with the LSP program's coaching model to build self-sufficiency.

Previously, 4 Tomorrow partnered with the City of Kirkland during the pandemic to administer rent assistance to households experiencing instability and to support digital equity work through youth-led development of an app for the agency's Life Services Program and necessary website upgrades.

For additional information, please visit the agency's [website](#).