

RESOLUTION R-5279

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND
ADOPTING THE HUMAN SERVICES COMMISSION WORK PLAN FOR
2017-2018.

1 WHEREAS, the Kirkland City Council established the Human
2 Services Commission in 2017 to involve residents of the city in advising
3 the City Council and City Manager on matters related to the provision of
4 human services; and
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6 WHEREAS, to fulfill its mission, the Human Services Commission
7 is directed to establish an annual work plan which proactively explores,
8 investigates, analyzes, prioritizes, develops, and recommends solutions
9 and actions to the City Manager and City Council; and
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11 WHEREAS, the Kirkland City Council reviewed the proposed
12 2017–2018 Work Plan of the Human Services Commission at the
13 October 17, 2017 regular meeting.
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15 NOW, THEREFORE, be it resolved by the City Council of the City
16 of Kirkland as follows:
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18 Section 1. The 2017-2018 Human Services Commission Work
19 Plan shall be established as shown in Exhibit A to this resolution.
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21 Section 2. The adopted Work Plan shall be used by the Human
22 Services Commission and City staff in scheduling work tasks and
23 Commission meeting calendars and hearings.
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25 Passed by majority vote of the Kirkland City Council in open
26 meeting on this 8th day of November, 2017.
27

28 Signed in authentication thereof this 8th day of November, 2017.



Amy Walen, Mayor

Attest:



Kathi Anderson, City Clerk

2017 – 2018 Human Services Commission Work Plan

Kirkland Comprehensive Plan Goal HS-5: Create a community in which all members have the ability to meet their basic physical, economic and social needs, and the opportunity to enhance their quality of life.

Comprehensive Plan Policy HS-5.1: Regularly assess local human service needs, and provide leadership in the development of services to address newly identified needs.

Commission Objective	Commission Role	Timing
5.1.1: Review available data and information to assess current needs and trends	Review data and receive information gathered by staff including relevant Census data, information provided by human services providers, available Eastside needs assessments, and other relevant sources.	Ongoing
5.1.2: Learn from agencies and subject matter experts	Invite local service providers, school officials, and subject matter experts to share best practices and ongoing challenges with meeting the needs of the community. Participate in organized site visits to select agencies as arranged by staff.	Ongoing
5.1.3: Seek and evaluate best practices in addressing the human services needs of individuals and families.	Review and evaluate best practices research in order to identify possible superior service delivery models for Kirkland to emulate.	2018 Q4 2019
5.1.4: Pursue and support programs that address the most pressing needs of Kirkland residents and that result in the most positive outcomes.	Provide to City Council a list of prioritized human services needs that the City might proactively support.	2018 Q4 2019

Comprehensive Plan Policy HS-5.2: Promote community awareness of human service needs, the resources available to meet those needs, and the gaps in services.

Commission Objective	Commission Role	Timing
5.2.1: Engage internal stakeholders	Collaborate with the City's Youth and Senior Councils to address community needs.	Ongoing

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5.2.2: Serve as liaison to neighborhood associations in order to share information about the Commission's work and seek feedback on community needs and potential solutions	Commissioners to attend Kirkland Alliance of Neighborhoods (KAN) meetings.	Ongoing
<i>Comprehensive Plan Policy HS-5.3: Provide funding for local nonprofit organizations serving the needs of Kirkland residents.</i>		
Commission Objective	Commission Role	Timing
5.3.1: Allocate budgeted City funds to eligible human services agencies serving residents through a grant application process	Provide guidance to staff on application process for 2019-2020 funding and provide recommendations to City Council on distribution of allotted funds as well as a list of possible additional programs or services that are worthy of support by the City and other community organizations.	2018 Q2, Q3
5.3.2: Monitor agencies delivering services	Review quarterly and annual reports to ensure that agencies are providing services to Eastside residents with positive outcomes.	Ongoing
5.3.3: Assess appropriate investment level for programs addressing the homelessness epidemic	Examine and recommend an appropriate ongoing investment level for operations of the future permanent shelter for women and families with children to be built in Kirkland.	Ongoing
<i>Policy HS-5.5: Commit Community Development Block Grant Funds (CDBG) to affordable housing and house repairs for low- and moderate-income residents.</i>		
Commission Objective	Commission Role	Timing
5.5.1: Allocate CDBG funding to eligible programs and projects	Provide recommendations to City Council for annual distribution of CDBG funding.	2017 Q3 2018 Q3
5.5.2: Monitor effectiveness of the agencies delivering services	Review quarterly and annual reports to ensure that agencies are providing services to Eastside residents with positive outcomes.	Ongoing
<i>Comprehensive Plan Policy HS-5.6: Participate and provide leadership in local and regional human service efforts.</i>		
Commission Objective	Commission Role	Timing
5.6.1: Meet periodically with human services commissions from other Eastside cities	Participate in joint meetings with human services commissions from other Eastside cities. Provide leadership by initiating discussions	Ongoing

2017 – 2018 Human Services Commission Work Plan

	regarding working together to complete a combined human services needs assessment.	
5.6.2: Complete a Kirkland Housing Strategy Plan to support the City’s Housing goals and policies	Participate on the Advisory Group.	Ongoing
5.6.3: Represent Kirkland and the Eastside in the County	Attend regional meetings in order to learn and represent.	Ongoing
5.6.4: Ensure that King County initiatives, such as MIDD, Best Starts for Kids, Veterans and Human Services Levy are addressing the needs of Kirkland and the Eastside	Become well informed about these County revenue sources in order to ensure that the Eastside benefits and that the City leverages those dollars in its grant process.	Ongoing
5.6.5: Advocate for strategic human services policies and funding at the State level	Review key legislative proposals and provide recommended positions to the City Council.	2018 Q1
5.6.6 Ensure that the City’s Human Services Policies are updated to reflect changes within the community and City government	Review Human Services Policies contained in the Comprehensive Plan and recommend changes and updates.	2018 Q4
<i>Kirkland Comprehensive Plan Goal HS-6: Encourage human services organizations to make their services physically accessible to all.</i>		
<i>Comprehensive Plan Policy HS 6.1: Encourage services to become accessible to all in the community by removing any barriers, including but not limited to architectural, cultural, language, communication, and location.</i>		
Commission Objective	Commission Role	Timing
6.1.1: Ensure that Kirkland is a place where all people have the opportunity to thrive	Through the grant application process encourage and support human service providers to provide accessible services.	Ongoing

2017 – 2018 Human Services Commission Work Plan

Kirkland Comprehensive Plan Goal HS-1: Support diversity in City government and in the community by encouraging awareness, acknowledgment and sensitivity and by being inclusive of the entire populace.

Comprehensive Plan Policy HS 1.1: Engage the diverse populations within Kirkland to create an inclusive community.

Commission Objective	Commission Role	Timing
1.1.1: Invite the community to come together to discuss and support the shared values of diversity and inclusion and identify additional actions that can be taken by the City and the community to help keep Kirkland a safe, welcoming and inclusive city for all people	Support community and City of Kirkland actions to ensure a welcoming and inclusive community and promote activities of the Inclusion Network.	Ongoing

Kirkland Comprehensive Plan Goal HS-2: Foster a City government and a community free of discrimination and committed to justice and social equity.

Comprehensive Plan Policy HS 2.1: Work to achieve a community where everyone is treated with respect and given equitable access to resources.

Commission Objective	Commission Role	Timing
2.1.1: Ensure that the City's human services grants and policies further the goal of achieving a welcoming and equitable community for all residents	Develop an equity lens in order to carry out this work for the City. This includes understanding the inequities in the community, the sources of these inequities and the best practices to address them.	2017 Q4 2018 Q1
2.1.2: Ensure that human services agencies are providing equitable access to resources	Utilize an equity lens during the grant application review process. Review applications with an eye for service delivery that ensures appropriate access for all people.	Ongoing