

RESOLUTION R R-3452

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING PARTICIPATION WITH OTHER LOCAL MUNICIPAL JURISDICTIONS IN A HUMAN SERVICES ROUNDTABLE ORGANIZATION AND AUTHORIZING THE CITY MANAGER TO SIGN ON BEHALF OF THE CITY OF KIRKLAND A HUMAN SERVICES ROUNDTABLE INTERLOCAL GOVERNMENTAL AGREEMENT.

Whereas, the City of Kirkland is committed to addressing the Human Services needs of King County on a regional basis in cooperation with other municipal governments and Human Services providers, including the United Way, and

Whereas, the City of Kirkland participated in a survey to assess elected officials perceptions of the region, and has determined that immediate development of a cooperative regional Human Services action plan and implementation schedule is necessary, and

Whereas, the City of Kirkland wishes to participate with other municipalities and Human Service providers, including the United Way in reviewing all needs, assessments, demographic data, and Human Services policies to determine the highest priority Human Services needs in the region and to develop strategies for addressing these needs, and

Whereas, the City of Kirkland intends to seek broadly based community involvement in this effort with major subregions of King County, that is North, East, South, and Seattle, and shall have subregional work groups to assure the concerns of each subregion are adequately addressed, and

Whereas, the City of Kirkland will participate with other Human Services Roundtable partners in funding its appropriate share of the Human Services Roundtable as delineated in the attached Interlocal Agreement, and

Whereas, King County government will assume a leadership role in managing the Roundtable process by administering the partnership funds and supervising the on-going work of the Roundtable staff, now, therefore

Be it resolved by the City Council of the City of Kirkland as follows:

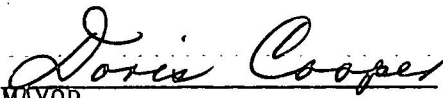
Section 1. The City Council for the City of Kirkland approves the concept of the Human Services Roundtable as

an interlocal governmental organization, and declares the intention of the City of Kirkland to participate as a full partner in the Human Services Roundtable.

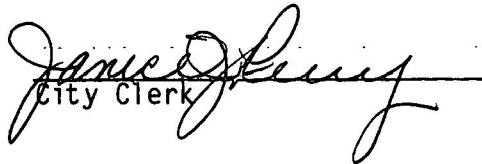
Section 2. The City Manager for the City of Kirkland is hereby authorized to sign on behalf of the City of Kirkland, a Human Services Roundtable Interlocal Governmental Agreement substantially in the form of the Agreement attached to the original of this Resolution as Exhibit A and by this reference incorporated herein.

Passed by majority vote of the Kirkland City Council in regular, open meeting this 5th day of April, 1988.

Signed in authentication thereof this 5th day of April, 1988.

  
MAYOR

ATTEST:

  
City Clerk

HUMAN SERVICES ROUNDTABLEINTERLOCAL AGREEMENTI. General Agreement

King County, the City of Seattle, and participating King County suburban cities, agree to cooperate to develop a regional human services action plan and implementation schedule for carrying out that plan and other issues as defined by the work plan. United Way of King County will also participate in this effort, but is not a party to the interlocal agreement. This effort will be called the Human Services Roundtable, and is authorized by the adopted motion or resolution of each member jurisdiction. Elected officials and, pursuant to a separate contract entered into between King County and United Way, a volunteer officer of the United Way Board, shall hereinafter be referred to as Roundtable members.

The parties agree that the King County Department of Human Resources is the designated agency for administering the funds and managing the staff of a one-year planning effort to carry out the planning portion of the 1988 work plan of the Human Services Roundtable. King County is authorized to enter into a separate contract with United Way to obtain the agency's support in funding, staffing, and participation in the work of the Roundtable.

Officials from the Federal Department of Health and Human Services, the State Department of Social and Health Services, the State Department of Public Instruction, local King County school districts, and regional human services planning bodies, though not formal voting members, will be participants of the Roundtable and work with the permanent staff of the member jurisdictions to carry out the work of the Roundtable.

This agreement sets forth the membership and voting powers of Roundtable members; the roles and responsibilities of the member jurisdictions; the roles and responsibilities of the King County Department of Human Resources; the roles and responsibilities of the member jurisdictions' staff; the composition, roles, and responsibilities of the geographic work groups; and the composition, roles, and responsibilities of the regional task force.

II. Membership and Voting Powers of Roundtable Members

The Human Services Roundtable members shall include the King County Executive and one King County Council member; the Mayor of the City of Seattle and one Seattle City Council member; the mayor or another elected official as designated by each suburban jurisdiction that approves this interlocal agreement; and, pursuant to a separate contract, a volunteer officer of the United Way Board. The Chair of the Roundtable shall be elected by the members. The Chair shall convene all meetings. In order for a decision to be enacted by the Roundtable, two-thirds of the members present must vote in favor. A quorum will be necessary to conduct business and shall consist of one-half of the members plus one additional member.

Any municipal mayor or council member that is not a Roundtable member may participate in Roundtable meetings.

III. Roles and Responsibilities of Member Jurisdictions

A. Each member jurisdiction shall designate staff to represent its policy interest and to carry out responsibilities assigned by the jurisdiction's elected officials. The assigned staff shall contribute time and expertise to ensure the work plan of the Roundtable is completed. These staff representatives shall be known as permanent staff.

B. ~~Each member jurisdiction shall contribute its proportionate share of funding, as set forth below:~~ an amount within the range set forth in Column 2, Contribution, that equates to its population range set forth in Column 1, Population.

<u>Population</u>	<u>Contribution</u>
Population: Under 5,000	\$ 100 - \$ 1,000
Population: 5,001 - 10,000	\$1,000 - \$ 4,000
Population: 10,001 - 40,000	\$ 4,000 - \$ 8,000
Population: 40,001 - 100,000	\$10,000 - \$15,000
Population: Over 100,000	\$35,000 - \$45,000

At the conclusion of the one-year planning process, unexpended funds will be proportionately returned to the funding parties, unless otherwise determined by the Roundtable members.

C. Each member jurisdiction will recommend individuals to serve on the geographic work groups as set forth in Section VI of this Agreement.

D. Each Roundtable member will attend Roundtable meetings, as convened by the Roundtable Chair, and will review and approve the work plan and final products.

E. Each Roundtable member will inform the other elected and appointed officials of his/her jurisdiction of the developments and proposed action plan of the Roundtable and will assume responsibility for seeking approval of that plan in his/her jurisdiction.

IV. Roles and Responsibilities of King County Department of Human Resources

It shall be the responsibility of the King County Department of Human Resources to:

A. Receive and administer the Roundtable funds in an efficient and cost-effective manner. Unspent funds shall be returned to the member jurisdictions, unless otherwise decided by the Roundtable members.

B. Administer the hiring process for ~~project/staff~~ the project director and project staff; locate suitable space for the staff; and supervise the day-to-day operations of the staff.

C. Ensure that the project director meets monthly with the permanent staff to apprise them of the progress of carrying out the work plan of the Roundtable.

D. Ensure that the tasks outlined in the work plan are carried out effectively and according to schedule. Ensure that the work plan is fully executed and the final project is completed.

V. Roles and Responsibilities of Permanent Staff

It shall be the responsibility of the permanent staff to:

A. Review and comment on the work products of the Roundtable project staff.

B. Ensure that officials of the respective jurisdictions are regularly informed of the progress of the Roundtable work plan. Solicit informal approval and comments from elected officials, as needed. Keep project staff and other permanent staff informed of jurisdictional decisions which may affect the work of the Roundtable.

C. Attend monthly meetings, as set up by project staff.

D. Develop criteria against which the Roundtable may evaluate whether the work plan was effectively accomplished.

VI. Composition, Roles, and Responsibilities of Geographic Work Groups

A. Four geographic work groups will be established to assess the human service needs, priorities and concerns of their geographic region. Each geographic work group will include a balance of representatives from the business community, advocate and provider community, civic leaders, and concerned citizens. The geographic work groups will receive staff support from the Roundtable project staff and will be responsible for developing a detailed work program.

B. The four geographic work groups will be comprised of the four major regions in King County - north, east, south, and central - and will approximate the boundaries, shown in the attached map and set forth below:

1. North King County includes: North of 145th (Richmond Beach, Richmond Highlands), Lake Forest Park, Kenmore.
2. East King County includes: Kirkland, Redmond, Bellevue, Mercer Island, Fall City, Snoqualmie, North Bend, Newport Hills, Newcastle, Issaquah, Duvall, Bothell, Woodinville, Carnation.

3. South King County includes: Renton, Tukwila, Normandy Park, Riverton, Des Moines, Auburn, Kent, Federal Way, Vashon, Enumclaw, Highline, Black Diamond, Maple Valley.
4. Central King County includes: Seattle.

C. The members of the geographic work groups shall be appointed in the following manner. Permanent staff from each member jurisdiction and United Way will be responsible for soliciting appointees from their officials. The Roundtable staff will then compile a recommended slate of six to twelve individuals for each geographic work group. This full slate will be presented to the participating Roundtable members in that geographic region for their approval. Approval will be informal, not a formal vote through councils. Once approval has been given, the Roundtable chair will formally appoint each geographic work group, including a chair and vice chair for each group.

Permanent staff will ensure that each geographic work group includes a balance of representatives from the business community, advocate and provider community, civic leaders, and concerned citizens.

#### VII. Composition, Roles and Responsibilities of the Regional Task Force

A. A regional task force will be convened after the geographic work groups have completed their work. The regional task force will receive the products of each geographic work group and will synthesize the needs and concerns into a set of regional human services priorities and will recommend an action plan to the Roundtable that addresses these regional concerns.

B. The regional task force will include 12 members: the chair and vice chair of each geographic work group and four at-large members appointed by the Chair of the Roundtable. The regional task force chair and vice chair will be appointed by the Chair of the Roundtable. The regional task force shall be representative of the diversity of King County and shall consist of members whose interests lie in solving human services problems on a regional basis.

#### VIII. Duration of this Agreement

This Agreement shall be in effect for one year, beginning March 15, 1988. At the end of the one year period, Roundtable members will review the accomplishments of the Roundtable and decide whether to continue, change, or terminate the functions of the Roundtable.

In Witness Whereof, this Agreement is executed by the chief executive officers of the parties hereto, listed below, and shall have full force and effect, subject to the termination provisions contained herein.

KING COUNTY, WASHINGTON

MEMBER JURISDICTION

\_\_\_\_\_  
King County Executive

\_\_\_\_\_  
Designated Official and Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Deputy Prosecuting Attorney for  
Norm Maleng  
King County Prosecuting Attorney

Date: \_\_\_\_\_