



HUMAN SERVICES COMMISSION MINUTES

July 11, 2013- 6:30 p.m.

Council Chambers

PRESENTATION TO ARTS & HUMAN SERVICES COMMISSION:

Derek Matheson City Manager gave a special presentation on the Transportation Benefit District (TBD). Due to dwindling street funds and a budget shortfall in the city's general funds, the Council voted to form a TBD. The purpose of the TBD is to create a new revenue source. Currently, there are no street funds to do road repairs, overlays, or capital projects such as sidewalks. The city has been transferring \$250,000 from the general funds to support basic transportation/street projects. In addition, our police presence per shift is lower than the average number in King County. Our Code Enforcement Officer remains at a 20 hour a week position which makes it difficult to keep up with citizens complaints. The BPAC Committee recommended that the city form a TBD and ask for a .2% sales tax increase in the fall general election. This will raise sales tax from 8.6% to 8.8% which is still below most cities surrounding Covington. If passed, it is predicted the city will have an increase of \$750,000 per year. This revenue source will allow the city to hire one additional police officer; increase the Code Enforcement Officer position to $\frac{3}{4}$ FTE; and eliminate transferring \$250,000 from the general fund to the Public Works street fund. Derek will make other presentations to various HOA's and the service groups over the next few months.

CALL TO ORDER

Chair Ahmad called the July 11, 2013 regular meeting of the Human Services Commission to order at 7:00 p.m.

MEMBERS PRESENT

Haris Ahmad, Joyce Bowling, Leslie Hamada (arrived at 6:50 p.m.), Fran McGregor-Hollums, Mia McFarland, Lesley Schlesinger and John Woodcock

MEMBERS ABSENT

CITY STAFF PRESENT

Victoria Throm, Personnel & Human Services Analyst

APPROVAL OF CONSENT AGENDA

CM MCGREGOR MOVED AND CM HAMADA SECONDED TO APPROVE THE AGENDA AS WRITTEN, WHICH INCLUDES THE MINUTES FROM MAY 9, AND JUNE 13, 2013 AS WRITTEN. VOTE: 7-0. MOTION CARRIED.

OLD BUSINESS:

Item 1. Report on Site Visit to Crisis Clinic

Commissioners Lesley Schlesinger, Fran McGregor-Hollums, and John Woodcock attended the site visit at the new Crisis Clinic in Northgate. The commissioners were very impressed with the new facility, how the call centers function, and Director Kathleen Southwick who showed great enthusiasm for the programs. Other comments included how Crisis Clinic has developed relationships with other 2-1-1 centers around the nation in order to be able to divert calls from one location to another during a major disaster. They were also pleased with the well-designed training for volunteers that is available to the public.

NEW BUSINESS:

Item 2. Review 2nd Quarter Service Reports

Victoria received ten on-line reports by the meeting date with the remaining reports due by the 15th. Those will be reviewed at the August meeting. The commission began a review of each providers invoice and performance measures which included unduplicated clients.

A few questions were asked and Victoria will speak with the agencies and report back with the answer or clarification:

- Auburn Youth Resources: AYR report was missing their service unit for street outreach. Victoria has initiated a correction notice to staff.
- Community in Schools: Leslie asked for how many students are being mentored at Covington Elementary School. Victoria will report back next meeting.
- Maple Valley Food Bank – The food bank has changed to a grocery style shopping system. The Commission requested a site visit this year to see these changes.

Item 3. Preview Video on the Refugee School Impact Grant

This item was tabled to the August meeting.

Item 4. Discuss Revisions to the Commission's Rules of Procedure Regarding Absenteeism

Victoria stated that the Rules and Procedures of the Commissions was being reviewed and updated, specifically to address section 9. Absenteeism. As it currently states in the Rules, a member can accumulate 3 unexcused absences in a 12-month period and miss any number of excused meetings as long as they called in before the meeting. Being that Arts, Parks and Recreation, and Human Services Commission only meets on a monthly basis, it is critical to have members at the meetings to guarantee a quorum to conduct business. The Management Team addressed this issue and asked each

commission to review this section and recommend changes in order to tighten up the guidelines. After a brief discussion, the Commission recommends changing the language to read:

9. ABSENTEEISM – When any Commission member accumulates three (3) absences (excused or unexcused) in a twelve-month period, the Chairperson may recommend to the Mayor that such member be removed from the Commission. A member who is unable to attend a commission meeting will contact the Chairperson, Vice-Chairperson or city staff prior to the meeting.

Fran pointed out that the word “may recommend to the Mayor” allows the Chairperson to talk to the absent member about the situation and does not automatically call for their removal from the commission. This gives some leeway for the Chairperson to evaluate each individual situation.

COMMENTS AND DISCUSSION OF COMMISSIONERS AND STAFF

Victoria reminded the Commission about Covington Days Festival and invited them to join the Covington Domestic Violence Task Force unit for the parade.

With no further business, the meeting adjourned at 8:04 p.m.

Submitted by:



Victoria Throm
Personnel & Human Services Analyst