



EASTSIDE HUMAN SERVICES FORUM
Board Meeting Agenda
Thursday, Jan. 18th, 2017 – 8:30am to 10:30am
Perkins Coie, 10885 4th St., 7th Floor, Thomsen Room

Call to Order – Board Secretary/Treasurer, Lisa Callan, called the meeting to order at 8:30am.

Attendees:

Board Members: Lisa Callan – Secretary/Treasurer, Eric Evans, Tony Copes, Lauren Thomas, Paul Leuzzi, Cynthia Eichner, Claudia Balducci, Lynne Robinson, Monique Ruyle.

Board Nominees: Dave Asher, Tanika Kumar Padhye.

Workgroup Members: Marnie Maraldo – EHSF Coordinator, Martha Sassorossi – Workgroup Chair, Dee Dee Catalano – Workgroup Vice-Chair, Leslie Miller, Brooke Buckingham.

Prior to going through the regular agenda items, Board Member Ruyle shared an update with an experience that occurred at EvergreenHealth Kirkland the day before when the hospital was on lockdown, searching for someone suspected of bringing in a firearm. The supposed weapon was later determined to be an umbrella shaped like a weapon. Monique shared about what their organization was able to learn about their safety protocol as it was put into action during the event.

Board Officer Elections

- Board Secretary/Treasurer Lisa Callan opened up nominations for Board Chair. Lynne Robinson nominated Lauren Thomas. Ms. Thomas declined. Lauren Thomas then nominated Lynne Robinson. Ms. Robinson accepted the nomination. Ms. Callan asked if there were any other nominations for Board Chair. No nominations were given. Ms. Callan asked for a third time whether there were any other nominations for Board Chair and no other nominations were made.

The Board voted unanimously to approve Lynne Robinson as Board Chair for a one-year term, as specified in the Bylaws.

- Ms. Lisa Callan opened up nominations for Board Vice-Chair. Lynne Robinson nominated Lauren Thomas. Ms. Thomas accepted the nomination. Ms. Callan asked if there were any other nominations for Board Vice-Chair. No nominations were given. Ms. Callan asked for a third time whether there were any other nominations for Board Vice-Chair and no other nominations were made.

The Board voted unanimously to approve Lauren Thomas as Board Vice-Chair for a one-year term, as specified in the Bylaws.

- Ms. Callan opened up nominations for Board Secretary/Treasurer. Lauren Thomas nominated Eric Evans. Mr. Evans accepted the nomination. Ms. Callan asked if there were any other nominations for Board Secretary/Treasurer. No nominations

were given. Ms. Callen asked for a third time whether there were any other nominations for Board Secretary/Treasurer and no other nominations were made.

The Board voted unanimously to approve Eric Evans as Board Secretary/Treasurer for a one-year term, as specified in the Bylaws.

Lynne Robinson assumed the chairmanship of the meeting

Election of Govt. #1 and Govt. #3 Board Position

There were openings on the EHSF Board that occurred since the December Annual Meeting. Amy Walen, Mayor of Kirkland, and Byron Shutz, Redmond City Councilmember, resigned from the EHSF Board.

Motion 1: “I move the Board appoint Dave Asher, Kirkland City Councilmember, to the Government #1 seat, replacing Mayor Walen.” Motion made by Claudia Balducci, seconded by Lisa Callan. Motion passed unanimously.

Motion 2: “I move the Board appoint Tanika Kumar Padhye, Redmond City Councilmember, to the Government #3 seat, replacing Byron Shutz.” Motion made by Dave Asher, seconded by Paul Leuzzi. Motion passed unanimously.

Check Signer Approval

With changes in both the Board Chair position and with Martha Sassorossi transitioning to the Workgroup Chair position, a resolution was required to amend signatories for Forum business. A resolution was submitted to the Board specifying the removal of Byron Shutz, former Board Chair, and Brooke Buckingham, former Workgroup Chair as signatories, and the addition of Lynne Robinson, Board Chair, and Martha Sassorossi, Workgroup Chairs. (*Appendix A*)

Motion 3: “I move we approve the resolution as presented.” Motion made by Dave Asher, seconded by Lisa Callan. Motion passed unanimously.

Review of November and December Meeting Minutes

Motion 4: “I move we approve the meeting minutes from the November 15, 2017 Board Meeting and the December 5, 2017 Annual Meeting as presented.” Motion made by Lauren Thomas, seconded by Lisa Callan. Motion passed unanimously.

Updates

Coordinator Maraldo provided updates to the Board. The Board discussed each item briefly, and Ms. Maraldo answered any questions the Board had regarding the following items:

- Review 2018 Board Meeting Calendar
- Year End Financial Report
- December Annual Meeting and Event Feedback

During the discussion regarding the December Annual Meeting and Event, it was suggested that NAMI Seattle (National Alliance on Mental Health) might be a good organization to join EHSF.

Board members also shared that prior to the December Annual Meeting, ensure we know and have identified the voting member from each of our member organizations.

Overall, the Board appreciated the information from the different needs assessments that were presented during the event.

2018 Work Plan Approval

The Workgroup Leadership presented the 2018 Work Plan Draft (*Appendix B*). The Board had reviewed the Work Plan during the November 2017 Board Meeting, and the Workgroup updated the proposed workplan according to Board feedback. Workgroup Chair, Martha Sassorossi, highlighted main points of work.

Motion 5: “I move we approve the 2018 Work Plan as presented.” Motion made by Lisa Callan, seconded by Lauren Thomas.

The Board discussed whether the committees would benefit if there was additional Board membership on the committees. Workgroup Leadership agreed it could be helpful.

Ms. Sassorossi described the Workgroups initial plan for the Equity Committee. One focus would be on providing Board training. It would be up to the Board to determine what that training would be and whether it would focus on a broader training on equity or if it would be focused on racial equity. The committee would be charged with the coordination of content, delivery, logistics and evaluation of the training. The United Way Racial Equity Committee would be a good leverage point for the EHSF Equity Committee. City of Kirkland staff member, Leslie Miller, currently serves on the United Way committee and has volunteered for the EHSF Equity Committee as well. There was a discussion around equity in membership and Board representation. It was suggested to add “Create a nominating subcommittee to assess membership structure while ensuring equity and diverse representation” under Work Plan Item #5.

Board members discussed possible next steps once the final funding landscape report comes out. One option was to look at the several Eastside community needs assessments produced last fall and presented at the educational portion of our Annual Meeting. It would be important to identify gaps in services based on those reports. It was suggested to add a deliverable under Work Plan Item #1. Proposed wording could be “Identify, collect and analyze gaps based on existing, cross-sector Eastside Needs Assessments.” Hospitals also have to do a community needs assessment. There would need to be a strategy to assess what data is available apart from the needs assessments, such as the Healthy Youth Survey conducted on 8th, 10th and 12th graders throughout the State every two years. During this portion of the conversation, the Workgroup Leadership clarified that the order of the Work Plan Items is not meant to communicate the priority of the items.

Board members specified the importance of Work Plan Item #2. There was concern there would not be an adequate report of how the funding is allocated and how it is being spent to meet the goals of the levies and sales tax. The Board would like to see central coordination of our efforts, not just a report from the liaisons. It was shared that the Eastside has been designated as an area of opportunity and that Steve Norman from KCHA may be able to share who made that designation. Workgroup Leadership shared that we were able to collect data from the County for the funding landscape project, and the initial

report on findings is that funding has been flat. We will need to keep funding on our radar. It was suggested to add “Identify and test tracking tools/methods for funding sources” under deliverables for Work Plan Item #2.

The final suggestion from the Board was to merge Work Plan Item #4 and Work Plan Item #5.

Motion 6: “I move we amend the 2018 Work Plan as follows:

- **Under Work Plan Item #1, add “Identify, collect and analyze gaps based on existing, cross-sector Eastside Needs Assessments”;**
- **Under Work Plan Item #2, add “Identify and test tracking tools/methods for funding sources”;**
- **Merge Work Plan Item #4 and Work Plan Item #5. Item header should read “Enhance Forum Capacity and Strengthen and Develop New Partnerships” and the Summary, Deliverables and Lead will be combined under the merged item;**
- **Under the new Work Plan Item #4, add “Create a nominating subcommittee to assess membership structure while ensuring equity and diverse representation”.**

Motion made by Lauren Thomas, seconded by Paul Leuzzi. Amendment passed unanimously.

With the amendment passing, Chair Robinson asked for a vote on the amended motion. The amended motion passed unanimously, setting the 2018 Work Plan.

2018 Budget Approval

The Workgroup Leadership presented the 2018 Budget recommendation (*Appendix C*). The Board had reviewed the budget draft during the November 2017 Board Meeting.

Motion 7: “I move we approve the 2018 Budget as presented.” Motion made by Lisa Callan, seconded by Lauren Thomas.

The former Workgroup Chair, Brooke Buckingham shared with the Board that final expenditures for the year were finalized since the Budget Draft was sent out to the Board. The starting reserve fund estimate should be updated to \$34,000. This would reflect the end balance from the 2017 actuals.

The Board discussed that with the addition of the gap analysis of the Eastside Needs Assessments, this will require increased expenditures to account for the additional work. It was suggested that there could be an \$8,000 increase to Program Expenses, for a total of \$20,000. With the addition of the City of Sammamish, as well as having a starting reserve fund at the maximum allowable reserve per the EHSF Bylaws, Board members were comfortable that there will be adequate revenue to account for the increase in expenditure.

The Board also reflected on the current membership fee structure. The Board requested that this be a discussion at the March Board Meeting.

Motion 8: “I move we amend the 2018 Budget by increasing the starting reserve fund estimate by \$4,000 to \$34,000 and by increasing the Program Expenses by \$8,000 to \$20,000.” Motion made by Dave Asher, seconded by Paul Leuzzi. Motion passed unanimously.

With the amendment passing, Chair Robinson asked for a vote on the amended motion. The amended motion passed unanimously, setting the 2018 Budget.

2018 Legislative Agenda Approval

Coordinator Maraldo presented the 2018 Legislative Agenda Draft (*Appendix D*). The Board had reviewed the Legislative Agenda draft during the November 2017 Board Meeting.

Motion 9: “I move we approve the 2018 Legislative Agenda as presented.” Motion made by Eric Evans, seconded by Lauren Thomas.

The Board briefly reviewed and discussed the agenda items. It was suggested to identify bill numbers associated with the agenda items.

Chair Robinson asked for a vote on the motion. The motion passed unanimously, setting the 2018 Legislative Agenda.

Discussion –Strategic Goals

Because of the length of discussion on the 2018 items, there was limited time for a full discussion. Board members discussed defining what might be proposed. It may not necessarily be a strategic plan, but rather a more defined goal or vision. Board Leadership committed to bringing a proposal for further discussion at the March Board meeting. It was discussed that a committee of the Board could work together to draft a proposal. It was specified it would be important for the committee to keep in mind that the Forum is a collection of cities and agencies which may not be fully aligned. As the Board moves forward, it will need to make sure to consider the mission work done last year. There was board discussion to consider looking at what the result of the work plans should be in 5 years.

Board continues to be satisfied with the mission. This work is to focus on the goals of yearly work plans. Chair Robinson asked for Board members to work on the committee. Eric Evans, Tony Copes, Cynthia Eichner agreed to work with Chair Robinson on developing a proposal for discussion at the March Board meeting. The committee will be supported by the Workgroup Leadership.

Information Sharing

EHSF Membership Packets – Coordinator Maraldo shared that membership packets have been sent to members. Board members were interested in making sure we captured the Work Group member from each organization. Board members suggested some potential members

- Leo House
- Snoqualmie Valley Hospital

- Friends of Seniors
- India Association of Western Washington
- Muslim Association of Puget Sound
- Muslim Community Center

There was concern that Sound Generations dropped off as a member, leaving a gap in representation from those concerned with elder care and elder issues. Coordinator Maraldo shared that Sound Generations was unable to continue membership because of the membership fee. She suggested there be discussion or consideration as to what an in-kind donation might be for members, as this is part of the current membership application. It was suggested that there may be businesses willing to sponsor to have an organization join the Forum.

General Announcements

- King County Regional Task Force is having an open house, asking for people experiencing challenges because of the lack of affordable housing. If Board members know of community members that could be identified as such, they were asked to provide that information to Councilmember Balducci.
- Councilmember Balducci shared that she has an opening on her staff.
- School Board Member Callan shared that January 28th & 29th is the WSSDA/WASA/WASBO Day on the Hill.

Board Chair Robinson adjourned the meeting at 10:26am

Appendix A

Resolution of the Board of Directors
Eastside Human Services Forum

A RESOLUTION of the Board of Directors of the Eastside Human Services Forum (EHSF) to add and remove signers from the EHSF bank account.

WHEREAS, Byron Shutz is no longer serving as Chair of the Board of Directors for EHSF; and

WHEREAS, Lynne Robinson has been elected Chair of the Board of Directors for EHSF; and

WHEREAS, Brooke Buckingham has completed her 2-year term as Chair of the EHSF Work Group; and

WHEREAS, Martha Sassorossi has assumed the duties as Chair of the EHSF Work Group; and

WHEREAS, the Board of Directors for EHSF desire to have the Chair of the Board of Directors and the Chair of the Work Group as signers for the Eastside Human Services Forum checking account with the following financial institution:

Bank of America Financial Center
The Bravern
11060 NE 6th St, STE 80
Bellevue, WA 98004 US

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Eastside Human Services Forum does hereby declare that Byron Shutz and Brooke Buckingham shall be removed as signers of the aforementioned account; and

BE IT FURTHER RESOLVED THAT Lynne Robinson and Martha Sassorossi shall be added as signers of the aforementioned account.

Adopted this 18th day of January 2018.

Board Chair

Appendix B
 Eastside Human Services Forum
2018 Work Plan

EHSF Mission: To foster strong public and private partnerships for a stable network of health and human services for the benefit of all East King County residents.

#	Summary	Deliverables	Lead
1	Engage & Advocate to Address Emergent Human Services Needs on the Eastside		
	Proactively address human services issues on the Eastside and respond to critical opportunities in a timely manner. Issues to focus on include (but are not limited to) affordable housing/homelessness, health, aging, domestic violence, and immigrant/refugee services.	<ul style="list-style-type: none"> ● Organize 2 events that engage or provide education on emerging issues ● Invite special speakers to the Board and Workgroup ● Create an infographic to support advocacy and messaging 	Events Committee Work Group Leadership Marketing & Communications Committee
2	Impact Local Funding & Policies		
	<p>Represent the Eastside and advocate on MIDD, Vets, Seniors & Human Services Levy, Best Starts for Kids, Youth Advisory Plan, and All Home. Track King County legislation, Transformation of Health & Human Services, and the Regional Affordable Housing Task Force.</p> <p>Assess impact of policy/funding shifts, resulting from Funding Landscape Report. Track 2019/2020 City funding process and attend City Council meetings.</p>	<ul style="list-style-type: none"> ● Produce Eastside Funding Landscape Report and develop a plan for next steps based on results ● Ensure representation on each of these oversight committees ● Coordinate feedback to inform the VSHSL Implementation Plan ● Identify and test tracking tools/methods for county legislation ● Seek opportunities to impact funding decisions to address funding gaps on the Eastside ● Increase presence at City Council meetings regarding 2019/2020 human services funding 	Work Group Leadership Designated liaisons Legislative Committee Work Group Work Group / Board

3	Impact State & Federal Funding & Policies		
	Advocate for those items on our state and federal legislative agendas.	<ul style="list-style-type: none"> ● Track bills and budget related to agenda items ● Write letters to legislators ● Meet with legislators and members of Congress or Congressional Aides ● Protect current funding; Increase funding where opportunities arise ● Advocacy Day in Olympia 	Legislative Committee
4	Enhance Forum Capacity		
	Develop a training plan to address areas of equity and advocacy.	<ul style="list-style-type: none"> ● Conduct equity training(s) for Board and membership ● Conduct advocacy training for Board 	Equity Committee Legislative Committee
5	Strengthen and Develop New Partnerships		
	Create a nominating subcommittee to assess membership structure. Develop and provide HS 101 packets to newly elected councilmembers. Explore feasibility of and develop a recommendation on whether to pursue outreach to business community.	<ul style="list-style-type: none"> ● Increase number of stakeholders through publicity, events, and individual meetings ● Submit recommendations to the Board for membership ● Submit a recommendation and potential plan for engaging with business community ● Create a Human Services 101 packet 	Work Group Nominating & Membership Committee Legislative Committee / Marketing & Communications Committee

Committees

Legislative	Marnie Maraldo, Alex O'Reilly
Marketing & Communications	Dee Dee Catalano, Brooke Buckingham, Alaric Bien, Jeni Craswell
Events	Marnie Maraldo, Elizabeth Maupin
Equity	Martha Sassorossi, Leslie Miller, David Bowling
Nominating & Membership	Dee Dee Catalano, Rita Badh, Alex O'Reilly

Appendix C – 2018 Budget Draft

Reserve Funds (Estimate)	\$30,000.00
INCOME – GENERAL SUPPORT	Budget
Member Dues	
January	
The Arc of King County	\$200.00
Catholic Community Services	\$250.00
Childcare Resources	\$100.00
City of Bellevue	\$12,692.00
City of Issaquah	\$3,800.00
City of Kirkland	\$10,000.00
City of Mercer Island	\$500.00
City of Redmond	\$9,500.00
Eastside Interfaith Social Concerns Council	\$100.00
Evergreen Healthcare	\$2,000.00
Friends of Youth	\$500.00
HealthPoint	\$500.00
Hopelink	\$500.00
Housing Development Consortium	\$250.00
International Community Health Services	\$100.00
Issaquah School District	\$1,000.00
Issaquah Schools Foundation	\$250.00
King County - Community Services Division	\$1,000.00
King County Housing Authority	\$3,000.00
Kirkland Interfaith Network	\$100.00
Lifewire	\$100.00
Lake Washington School District	\$1,000.00
Overlake Hospital	\$3,000.00
Perkins Coie, Al Smith	\$500.00
The Sophia Way	\$100.00
Together Center	\$250.00
YWCA of Seattle-King Co.-Snohomish Co.	\$250.00
July	
Chinese Information and Service Center	\$100.00
Congregations for the Homeless	\$100.00
Shelter Holdings	\$1,000.00
United Way	\$6,000.00
Total General Support Income	\$58,742.00
EXPENSES – GENERAL SUPPORT	
Professional Services	
• Coordinator	\$46,800.00
• Accounting	\$600.00
• Web Design	\$1,000.00
Professional Services Subtotal	\$48,400.00
Office and Operating Expenses	\$750.00
Program Expenses to Implement Priorities	\$6,000.00
Total General Support Expenses	\$55,150.00
EHSF BALANCE	\$3,592.00

Eastside Human Services Forum: 2018 State Legislative Agenda



The Eastside Human Services Forum strongly urges elected officials to go beyond the scope of maintaining current funding levels for human services. Instead, EHSF advocates for solutions that strengthen and grow the system of diverse and integrated services required for our communities to thrive.

Together, the following items ensure East King County residents reach their full potential: **Basic Needs, Making Homelessness Rare, Brief and One-Time, Programs for Older Adults and People with Disabilities, and Early Learning and Youth Programs.** These issues were selected with a lens on equity and diversity, with each being important to build up a healthy, thriving community.

STATE AGENDA

SUPPORT ACCESS TO BASIC NEEDS AND HEALTH SERVICES

- Increase **Medication Assisted Treatment** capacity by \$1.6 million;
- Increase funding for **civil legal aid**;
- Create community-based capacity to prevent and/or shorten hospitalization for **mental illness and drug dependency**;
- Stabilize **behavioral health treatment** and improve access and quality in the community;
- Pass the **Equal Pay Opportunity Act**;

MAKE HOMELESSNESS RARE, BRIEF AND ONE-TIME

- Pass a Capital Budget that invests \$106 million in the **Housing Trust Fund** and allow local governments to create and preserve affordable housing through **optional local tools**;
- Increase and make permanent the **Document Recording Fee** which is used to prevent and end homelessness;
- Protect low-income tenants by enacting statewide **Source of Income Discrimination** protections;

SUPPORT OLDER ADULTS AND PEOPLE WITH DISABILITIES

- Restore the **Medicaid Adult Hearing Hardware Benefit**, discontinued effective 2011, to cover hearing aids, related services, repairs and replacements;
- Preserve Washington's long-term care infrastructure and increase support for services that enable adults to remain in their homes and in the community, such as **Adult Day Health, Family Caregiver Support** programs, **Case Management** programs and programs funded through the **Senior Citizen's Services Act**;
- Increase qualifying income level necessary for eligibility for the senior/disabled **property tax exemption** and deferral;

STRENGTHEN EARLY LEARNING AND YOUTH PROGRAMS

- Increase funding to the **Home Visiting Services Account**;
- Increase **Homeless Student Stability Act** to reduce transportation costs for McKinney-Vento students and allocate transportation dollars to cover actual costs;
- Support **Breakfast After the Bell**.

The Eastside Human Services Forum fosters strong public and private partnerships for a stable network of health and human services for the benefit of all East King County residents. For more information about EHSF's mission and efforts, please visit www.eastsideforum.org.

Eastside Human Services Forum: 2018 Federal Legislative Agenda



The Eastside Human Services Forum strongly urges Congress to preserve the appropriation of dollars towards human service programs. EHSF advocates for solutions that strengthen and grow the system of diverse and integrated services required for our communities to thrive

Together, the following items ensure East King County residents reach their full potential: **Basic Needs, Making Homelessness Rare, Brief and One-Time, Programs for Older Adults and People with Disabilities, and Early Learning and Youth Programs.** These issues were selected with a lens on equity and diversity, with each being important to build up a healthy, thriving community.

FEDERAL AGENDA

SUPPORT ACCESS TO BASIC NEEDS AND HEALTH SERVICES

Including:

- Support healthcare that is affordable and accessible for all. Oppose changes to the 2017 **Medicare** and **Medicaid** programs that would result in cuts to benefits, increased costs for beneficiaries or reduced coverage. Expand the current Medicare benefits to **include dental, vision and hearing**;
- Support the **DREAM Act (Development, Relief and Education for Alien Minors)**;
- Expand **Earned Income Tax Credit**. Expand and make refundable the **Child Tax Credit Reimbursement**. Oppose requirements for a social security number for minor children;

MAKE HOMELESSNESS RARE, BRIEF AND ONE-TIME

Including:

- Support the **Affordable Housing Credit Improvement Act (S.548)** ensuring protections remain in place for low-income tax credits;
- Reauthorize the **Runaway and Homeless Youth and Trafficking Prevention Act (H.R. 1779/S.262)**.

SUPPORT OLDER ADULTS AND PEOPLE WITH DISABILITIES

Including:

- Support critical services which promote the health and independence of older adults, such as services funded through the **Older Americans Act** and the **State Health Insurance Assistance Program (SHIP)**;
- Eliminate the **income cap** on Social Security to secure the long-term solvency of the system;
- Support **S. 568 and H.R. 1421** which amend the Social Security Act to count a period of receipt of **outpatient services** in a hospital toward satisfying the 3-day inpatient hospital stay requirement for coverage of skilled nursing facility services under Medicare;

STRENGTHEN EARLY LEARNING AND YOUTH PROGRAMS

Including:

- Support an increase in the number of children served in early learning programs such as **ECEAP** and **Head Start**.