

CITY OF BELLEVUE
HUMAN SERVICES COMMISSION
MINUTES

February 6, 2018
6:00 p.m.

Bellevue City Hall
City Council Conference Room 1E-112

COMMISSIONERS PRESENT: Chairperson Mercer, Commissioners Kline, Ma, McEachran, Perelman, Piper

COMMISSIONERS ABSENT: Commissioner Oxrieder

STAFF PRESENT: Alex O'Reilly, Dee Dee Catalano, Christy Stangland, Cynthia Moreno, Dan Lassiter, Department of Parks and Community Services

GUEST SPEAKERS: Ann Brusklund, Don Okazaki, Ryan Miller, Katie Chalmers, Liz Mack, King County Metro; Berta Seltzer, Judy Dowling, Gazel Tan, Hannah Kimball, Desiree Leigh, George Twiss, Dianna Thompson, Bellevue Network on Aging

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chair Mercer who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Perelman, who arrived at 6:12 p.m., and Commissioner Oxrieder, who was excused.

3. APPROVAL OF MINUTES

A. January 3, 2018

Grant Coordinator Dee Dee Catalano said Commissioner Oxrieder had contacted her asking that the fifth paragraph on page 11 of the minutes be revised to read "Commissioner Oxrieder noted that Commissioner McEachran on more than one occasion had asked for an update regarding coordinated entry, and also for updates from the police and fire departments."

A motion to approve the minutes as amended was made by Commissioner Kline. The motion was seconded by Commissioner Piper and the motion carried without dissent; Commissioner McEachran abstained from voting.

Chair Mercer revised the agenda to move items 4 and 5 to the end of the meeting.

7. DISCUSSION

A. King County Metro Planning Session on Transportation

Ms. Liz Mack introduced herself and noted that she had been tapped to serve as a neutral facilitator. She said her job was to assure a good and productive conversation and noted that she had no stake in the outcome of the Community Access transportation project.

The Commissioners and the Bellevue Network on Aging members introduced themselves.

Human Services Manager Alex O'Reilly said she has for many years been the project manager for the human services needs assessment. She said from the onset of that document, transportation has always risen to the top of the list of needs. The city allocates human services dollars to fund volunteer transportation programs along with Sound Generations and Catholic Community Services. While the programs are a good option for many, more transportation services are needed. When the Bellevue Network on Aging was formed, one of the subcommittees was focused on transportation and affordable housing. The Commission has for many years, and continues to have, an interest in other ways of providing accessible transportation to all community members but particularly underrepresented groups ranging from older adults to those with disabilities, low-income individuals, and those experiencing homelessness.

Ms. O'Reilly said it is clear that what is needed is a comprehensive transportation system. She said to that end she has been working with Principal Transportation Planner Franz Loewenherz and serves as co-chair of the King County Mobility Coalition along with Don Okazaki, a countywide coalition that is focused on promoting accessible mobility.

Mr. Loewenherz said he works closely with King County Metro on various projects, including long-range planning involving the city's Transit Master Plan, and a number of service and capital investment projects. He said King County Metro is evolving as an organization and is becoming much more than just a bus company. It has broadened its approach by thinking outside the box and recognizing that one size does not fit all. It has recognized the need to develop targeted, community-focused and context-sensitive approaches to mobility. An effort is under way in the Eastgate area in conjunction with Kathy Snow from the Community Connections group that is focused on first/last mile issues. King County Metro has been very receptive.

Katie Chalmers with King County Metro distributed copies of a map showing King County Metro routes in Bellevue. She noted that one side of the map showed the all-day service routes, most of which operate every 30 minutes. The B-Line, the rapid ride service, is more frequent, as is the 245. The goal is to increase frequency as part of making the transit system more useful for everyone over time. More service will come online for the 240 in March and more on the 245 in September. King County Metro recognizes that bus services cannot meet the needs of everyone, which is why a comprehensive approach is needed relative to providing mobility solutions. There are all-day transit services operating throughout the city, though for many of those routes the frequencies vary. Downtown Bellevue is a hub for transit services and most areas of the city can be connected from there, along with destinations in the regional transit network. The coming of East Link will be a big step forward for fixed-route transportation in the area.

Ms. Chalmers noted that King County Metro also offers a network of peak-only services that focus on getting commuters to and from major job centers. She said those routes were depicted on the map of the map. On the whole, most of King County Metro's peak-only services go to downtown Seattle but there are some routes that serve downtown Bellevue. Light rail will be a game changer for what transit will look like in Bellevue; even though it will not arrive until 2023, King County Metro staff are already thinking about what it will mean for the bus network and the types of connections people will want to make. Public outreach will be done to talk about specific changes about two years ahead of the East Link rollout.

Chair Mercer observed that the Bellevue School District often depends on King County Metro to get to and from many of the high schools. She said she found with her daughter, and in talking to folks from some of the more remote neighborhoods, that the service is not always reliable. Mr. Chalmers said King County Metro works with the Bellevue School District, which contracts for some services geared toward specific schools. The district also regularly provides feedback regarding routes that are overcrowded and where bus times do not match up with student schedules.

Mr. Loewenherz mentioned that some of the impetus behind the conversation stemmed from conversations King County Councilmember Claudia Balducci made reference to at a regional transit committee workshop. She highlighted at that meeting feedback she had heard from several at the North Bellevue Senior Center who said they did not have a sense of when coming improvements would appear.

Deputy Mayor Robinson said getting from here to there is a quality of life missing link for many who she works with in her professional life.

Chair Mercer commented that feedback had also been received about folks in homeless shelters needing to leave the shelter very early in the morning in order to take a bus to work, and arriving back at the shelter very late in the evening because of the bus schedule. The shelters move around the city and getting to and from bus

routes is not always convenient, particularly on the weekends. She suggested King County Metro should reach out to organizations like Congregations for the Homeless. Ms. Chalmers said it is always helpful to know where specific services are needed. King County Metro welcomes receiving information about key locations. Sometimes there are simple solutions, though at other times simple solutions are hard to find.

Mr. Loewenherz recognized the contributions of Hannah Kimball, Chair of the Bellevue Network on Aging, who in 2012 volunteered to hand out postcards at the Bellevue Transit Center encouraging people to participate in the online survey regarding the city's Transit Master Plan. The work done in developing that plan included a robust public outreach process; in just two months, there were more than 4200 responses to the survey, a significant percentage of which were from households with incomes of six figures plus. It took much more targeted work to gain feedback from those in less affluent households; more feedback from specific populations.

Commissioner McEachran said his day job is located in Eastgate, an area that is absolutely impenetrable for most hours of the day, in part because of T-Mobile and Microsoft operate private carriers. In addition, getting students to and from Bellevue College is challenging. The entire Eastgate area needs intense transportation management. The Comprehensive Plan includes trip density forecasts for 2035 that show daily person trips per acre of greater than 1400, which means there are clear problems there. A response is needed. It is certainly challenging for seniors to get anywhere.

Mr. Don Okazaki with King County Metro said Access was created in response to the Americans With Disabilities Act of 1990. It is not a social service program, rather it is a civil rights program. The law says transit agencies like King County Metro must provide paratransit service to individuals with disabilities that is comparable to the bus. The ADA is not intended to address all the transportation needs of individuals with disabilities, rather it is intended to provide reasonable accommodation to the bus and mirrors the available bus service. In areas where there is no bus service, there is no ADA paratransit, and where there is no weekend bus service, there is no weekend ADA paratransit service. Under the law, Access operates the same days of the week, has the same hours, and operates in the same service areas as the buses. Anyone with a disability that directly prevents them from getting to or from a bus stop is eligible for the service. In 2017, King County Metro provided 107,489 trips to 1712 distinct clients in Bellevue.

Commissioner Ma asked how many Access buses operate on the Eastside. Mr. Okazaki said the program receives between 3000 and 5000 trip requests per day. The trips are scheduled and grouped to the extent possible, so the number of Access vans required to provide the trips varies by day. King County Metro has 300 vans.

Desiree Leigh with the Bellevue Network on Aging asked if the upcoming biennium budget will set aside any additional resources for the Access program. Ms. Anne

Brusland with King County Metro said the need for additional resources will be evaluated as part of the budget process. King County Metro strives to make its fixed-route service as accessible as possible. There are resources in the 2017-2018 budget for alternative services or community connection projects, and those resources will be sought again for the 2019-2020 budget cycle.

Mr. Okazaki said Access never denies a qualified ADA trip, and all ADA standards are met in providing each trip.

Ms. Mack referred to a chart that outlined the process established for the project. She noted that there were three main phases, beginning with assessing the needs in Bellevue for some of the identified populations. Initially the focus will be on providing background information and helping to shape the needs assessment, which will involve a survey of different high-need populations. The information from the survey will be brought back to the group in March for review and discussion. Common themes will be melded into a needs statement. King County Metro will use the information to start putting together some draft solution concepts. The second phase will kick off in April with a focus on reviewing and discussing the solution concepts. The final phase will involve the development of a final report on the process.

Ms. Brusland said King County Metro utilizes a standardized needs assessment survey as part of its community outreach process. The survey is distributed to targeted populations that are identified through the engagement process with the community. The standard set of questions will help advise the planning process over the coming months. The results of the needs assessment survey will be used to understand or validate the transportation gaps. The survey results will help inform the development of a needs statement that will be brought to and discussed by the Commission. The survey can be made available online, via email and in hard copy for the target populations. She said the suggestions of the Commission would be helpful relative to identifying the correct distribution mechanism.

Chair Mercer asked how many languages the survey is offered in. Mr. Ryan Miller with King County Metro said the demographics of an area dictate which languages materials are translated into. In addition, specific feedback about the need to target specific language and population groups is also taken into account. The project is operating on a somewhat expedited timeline, however, and the more translation work needed, the more time it takes.

Mr. Loewenherz said when he was working on the Transit Master Plan he went to the North Bellevue Senior Center and worked through some of the existing agencies like SeaMar and Chinese Information and Service Center. They were gracious enough to provide translation services at no charge. He said he also worked with the Russian-speaking senior center in the downtown.

Councilmember Robinson said the people she wants to reach out to are not people who will be found at any of the places mentioned, yet they are the ones who really

need to get out. She proposed working closely with Neighborhood Outreach and the neighborhood associations in getting the word out.

Ms. Brusklund said the project timeline is constrained given the desire to have it completed in time to advise the budget process. The project needs to be done by April, which means the survey needs to be completed by the end of February. Accordingly, the survey will be finalized and distributed on February 16 and will be kept live through March 2. That will allow for sufficient prep time to review the results ahead of the next meeting with the Commission on March 20.

Mr. Miller said when King County Metro conducts a needs assessment, it is necessary to understand a number of things, beginning with how people currently get around and how frequently they use the various modes available to them. It is also important to gain an understanding of where people go and the specific destinations that are important to them. The people are asked what barriers to transit use they face. A suite of demographic questions are also asked to allow for cross tabulating the results. They surveys employ multiple choice questions to facilitate a standardized analysis, but the respondents are also given the opportunity to fill in comments.

Chair Mercer asked if feedback is sought only from individuals or if stakeholder groups are tapped for information. Ms. Brusklund said the survey instrument is designed for individual responses. She added, however, that she would take all reasonable input provided.

Mr. Loewenherz pointed out that for some of the target populations accessing an online survey would be challenging. He reiterated that he has had favorable experiences by going out to locations like the North Bellevue Senior Center to speak directly with people. A tool that has been used successfully out in the field is keypad polling. If the survey could be adapted to a keypad polling framework, people could respond to the survey in person. Another option that has effectively been used by way of engagement is photographic message boards. The approach personalizes the responses and give greater depth to the messaging.

Ms. Mack recognized that both the Commission and the Network on Aging are interested when talking about transit opportunities in making sure the needs of older adults and underserved groups are addressed. She asked for clarification, however, about specific underserved groups and key audiences.

Chair Mercer said the homeless population is an obviously underserved population, including the homeless who utilize the available shelters but also homeless families. The options available for serving those in shelters will not necessarily work for homeless families who often move around quite a bit.

Ms. Stangland pointed out that the populations in the day centers are different from the populations in the shelters and as such are in need of different services.

Commissioner McEachran commented that community centers are underused as places for talking points given that they are widely used as gathering places for all manner of different populations. The same is true of the schools.

Commissioner Kline reiterated the need to reach out to organizations that work with vulnerable populations, including those who are seeking employment. Commissioner McEachran said that would include Bellevue College.

Commissioner Perelman highlighted the need to also reach out to those who are already employed, many of whom are not well paid and find it difficult getting to and from work sites. Chair Mercer suggested that list should include folks working odd hours, like shift work.

Mr. Okazaki suggested that what it comes down to is low-income groups regardless of their ethnicity. Chair Mercer countered that someone working at a call center can earn a decent income, but they often work off hours and find it difficult to take public transit to and from work. Additionally, it cannot be taken for granted that immigrants will have a drivers license. Mr. Okazaki said in that instance the focus would be on those who are transit dependent.

Gazal Tan with the Bellevue Network on Aging said the Annual Active Adults Health Fair was slated for March 3 at Westminster Chapel. She suggested that would be a great place to get people to fill out the survey.

Mr. Lassiter pointed out that in Bellevue there are a huge number of older residents who find their moderate incomes are not able to stretch far enough. They cannot travel by Uber more than infrequently because of the cost; many of them rely on public transit.

Ms. Leigh commented that Bellevue College staff and students come to the campus from as far away as Renton because the quality of the college is exceptional. She said she recently took some continuing education classes on the campus and spoke with students who indicated they were having difficulty traveling from work to school to home. To continue Bellevue College as an exceptional institution, it should be easier for folks to get to and from the campus.

Commissioner Kline asked if there is a geographic limitation involved given that some who work in Bellevue live many miles away. Ms. Brusklund allowed that at some point a scoping exercise will need to be undertaken to prioritize both populations and geographic area for the exercise.

Mr. Loewenherz commented that his experience with doing survey work in Bellevue that involved reaching out to various populations has lead him to understand that traditional methods do not work. He said he has worked with hotels to put postcards in the mailboxes of all of the shift workers to encourage them to participate in online

surveys, only to garner no participation. Even when announcements are made by management asking workers to provide input, input is not provided.

Chair Mercer said that was why she was concerned the only input being sought was via survey. It would be better to talk with providers and survey them, as well as those who are running the centers, who are able to talk about the experiences in each of the groups.

Ms. O'Reilly noted that the providers survey done in conjunction with the Needs Update identified transportation as a main barrier for their clients. She said an additional survey could be drafted and sent out to the service providers to gain specific information for the King County Metro planning project.

Ms. Brusklund said surveys have to be done in the right way in order to be meaningful. The standardized survey used by King County Metro has been used for a reason. She allowed that key agencies representing key populations could be brought in to be part of the conversation. The group will need to be kept somewhat manageable. Mr. Loewenherz urged leveraging the resource of the North Bellevue Senior Center. He also urged going to where people congregate and holding roundtable discussions.

Commissioner Piper commented that he is a market researcher by day and suggested that a qualitative approach will make more sense with a lot of service providers. There will be some real barriers associated with the targeted populations when it comes to the online survey. Ms. Brusklund said the program is being conducted in partnership with Bellevue and there certainly can be conversations with staff about workshop or group sessions. She stressed the need to consider the process to be iterative with an initial focus on the highest priorities and areas where impacts can be made. The momentum of the initial successes can then be used to broaden the scope.

Ms. Mack allowed that there are some obvious logistical constraints to be faced. A list of various populations throughout Bellevue has been compiled but to thoroughly reach each one would be beyond the scope of the program's timeline. She asked for comments regarding which populations rise to the top as being the ones the program could really do justice to within the timeframe.

Mr. Lassiter said the upcoming Bellevue Senior Fair at Overlake will be attended by as many as 3000 people in the aging population.

Commissioner McEachran said those who attend will be those who have a way to get there. There will be others who will not be able to get there for lack of transportation. Those persons represent a very important target group. He agreed, however, that it will not be possible to reach everyone in such a short time period.

Chair Mercer said the provider survey results done as part of the Needs Update indicated that fully half of their clients experience transportation issues. It is clearly a huge issue and input is needed from those populations.

Ms. Mack said it was clear from the conversation that the aging and multicultural aging populations could be reached in the time period, and that there was a strong need to reach out to the homeless and employment populations. She said working through service providers might be the best way to get to those other populations.

Mr. Loewenherz reiterated the notion of calling providers together for an open talk, possibly at City Hall. Ms. Bruskland said King County Metro was willing to work with the city. Ms. O'Reilly agreed with the notion of calling together the providers but argued against doing it at City Hall given the difficulties associated with getting to the building.

Chair Mercer said she did not want to see focus given only to service providers and the aging population. She said she would prefer to keep the entire list and start with the aging population given that they are geared up and ready to go. Mr. Okazaki agreed no one should be taken off the list, but stressed the need to prioritize the list.

Ms. Stangland commented that doing surveys through the service providers and asking them to prioritize could be a leverageable area. The response may not be as good as desired, but it will still be helpful. Staff could do the work without a great deal of effort. ESL classes, employment centers and Mini City Hall are all places where the surveys could be made available. Additionally, an incentive such as a drawing for Amazon gift cards can increase the number surveys filled out. Mr. Miller said that approach could be considered even though it is not standard practice for King County Metro. He said it takes only five to seven minutes to fill out the survey. He added that information from the surveys is not the only data used; the comments made by groups like the Commission and at other outreach events are also important.

Ms. Mack posted two city maps and asked the Commissioners and Network members to place dots on them identifying key travel locations for the target populations. It was noted that the homeless shelters move from place to place, and doctors offices are destinations along with the hospitals.

****BREAK****

Ms. Mack thanked the group for identifying a good collection of different destinations. She said King County Metro and city staff would work together on how to incorporate the information into the survey.

Ms. O'Reilly noted that the city's Neighborhood Outreach Program enjoys a network of community associations. She also highlighted Bellevue Fire Cares, a program of the fire department that has social workers who go out to do home assessments for

people who are frequent callers to 911. Both of those programs should be in the mix along with mini City Hall, Highland Center and the city's community centers.

Chair Mercer proposed adding the Bellevue YMCA and the Bellevue Boys & Girls Club.

7. DISCUSSION

A. City of Bellevue Transportation Special Projects

Mr. Loewenherz said he oversees both the Pedestrian and Bicycle Implementation Initiative and the Vision Zero Action Plan. The Comprehensive Plan, which was updated in 2015, speaks directly to the importance of maintaining a seamless network of walkways and bikeways. It specifically references the 2009 Pedestrian/Bicycle Plan and the more recent Pedestrian and Bicycle Implementation Initiative. The Pedestrian/Bicycle Plan was adopted by the Council and integrated into the Comprehensive Plan. It provides an overall vision of how to create a connected network and sets out specific targets, among which was a commitment to have within ten years of adoption two north-south and two east-west priority bicycle corridors linking the city to the broader regional network. Additionally, the plan called for implementing within five years one north-south and one east-west corridor within the downtown. To date, however, none of the priority bike corridors have been implemented.

Mr. Loewenherz said the Council in 2015 identified the need to link planning with implementation to get the plan done. The Council continued its support for the plan, the project list and the targets, but it stressed the need to get the work done. The Pedestrian and Bicycle Implementation Initiative, which contained seven task elements, was the result.

With regard to the second task element, which focused on the bicycle priority corridors, one of the deliverables was the development of the Bicycle Rapid Implementation Program. The program contains 52 project ideas that address 55 miles of facilities that can rapidly be implemented to create a connected and protected bike network. The successful passage of the transportation levy in 2016 means there is \$1.7 million dedicated to funding the program. Some projects have as a result already come online and more will be coming online in the coming year. In 2016 just over 2.5 miles of bike lanes were implemented, and in 2017 there were some 8.2 miles of bike lanes implemented due to the funding stream.

Projects to the north and south of the downtown are either in place or coming online, but there remains a gap in the downtown. To address that issue, four candidate corridors were identified as appropriate for a demonstration project that could be implemented rapidly and which could be in operation for one year to allow for assessment and evaluation. A targeted engagement was launched with the Bellevue Downtown Association which ultimately recommended the corridor along 108th

Avenue NE between Main Street and NE 12th Street. Included in the Bellevue Downtown Association recommendation was support for a citywide bike share program. A broad community engagement program was also undertaken that included sending out over 10,000 postcards to downtown addresses encouraging participating in an online survey and an open house event, and that outreach process also identified the 108th Avenue NE corridor as the priority. Formal letters of support were received from several major downtown employers for the project, though there were also four letters received from residents who voiced opposition to the project on the grounds that it will make congestion worse. The traffic modeling, however, indicates any delay will be minimal at the worst time of day.

Ultimately the Transportation Commission on January 11 on the strength of a 5-2 vote supported the 108th Avenue NE bikeway demonstration project. Those who were opposed wanted the long-range implications studied, while those who were in favor felt that enough study had been done for purposes of a demonstration project and that the assessment of the project will prove valuable.

The project is at about the 30 percent design stage and there are still details to be worked out. What is envisioned is a mix of facility types ranging from striped bike lanes to protected bike lanes. It is anticipated that the project will come online in May. A lot of messaging will be done with the broader community to alert them about the project before it goes live. The intent is for the project to serve as a placemaking opportunity in addition to just a bike lane, and to that end staff will be working with some of the businesses that expressed support to create events and opportunities for civic enjoyment during the demonstration period.

With regard to the sixth task of the Pedestrian and Bicycle Implementation Initiative scope of work, Bike Share Implementation, Mr. Loewenherz said there is Comprehensive Plan policy support in place. Bike share is a shared fleet point-to-point system that offers flexibility through options. Bikes can be picked up in one place and dropped off in another. Bike share is a relatively new concept in the United States but it has been in use for some time in other countries. Seattle has a demonstration project under way and some of the bikes have been showing up in Bellevue. Riders using an app can unlock and ride, which usually costs a dollar per ride. New offerings will be coming online shortly that will be a bit more expensive, including electric assist bikes.

Mr. Loewenherz said a survey was conducted to gauge public interest in bike share. The survey indicated there is broad support for trying it out, and most indicated they would use it as well. The Transportation Commission has not yet voted to approve a recommendation to allow bike share in Bellevue. The Transportation Commission has voiced concerns about the visual blight that can result from bike share bikes being left anywhere and everywhere and staff has been asked to figure out what make sense for Bellevue relative to a context-sensitive approach. Staff has been looking at the approaches used in other cities. Singapore employs designated bike share parking areas along with incentives and disincentives to ensure they are used. Bike share ties

in well with extending the reach of transit services by addressing the first-mile/last-mile connection issue.

The Transportation Commission will take up the bike share pilot issue again in March ahead of providing an update to the City Council. In April the Transportation Commission will review the evaluation framework for the demonstration and weather permitting the demonstration project will be implemented. Status updates will be provided to the Transportation Commission to the Commission throughout the year, and a final evaluation report on lessons learned will be drafted in February 2019.

Commissioner Perelman asked if the bike share program would be sponsored by the city. Mr. Loewenherz explained that it will not be sponsored by the city. The bike share program will be operated by private entities that will be paying the city a permitting fee.

Turning to Vision Zero, Mr. Loewenherz explained that the initiative involves an international movement that aims to reduce to zero the number of fatalities and serious injuries on the roadways. Annually, more than 1.2 million people die worldwide on roads. In 2016 in the United States, there were more than 40,000 roadway deaths, which is the equivalent of four to five fully loaded 737 airplanes crashing every week. The intent of Vision Zero is to acknowledge that roadway deaths are preventable and can be addressed.

Bellevue is a Vision Zero city and has adopted an ordinance to indicate that. Bellevue is also a smart city and is trying to move all of its programs from a reactive state to an optimized proactive state. A reactive state deals with collisions and fatalities after they happen. In 2016, there were 423 collisions in Bellevue involving an injury; 39 bicycle crashes; 47 incidents involving pedestrians, one of which was a fatality. A proactive state seeks to address data that points to collisions waiting to happen in ways that can prevent collisions from happening. The data does not, however, rise to the level of understanding all of the behavioral and other underlying factors.

Mr. Loewenherz said Bellevue has traffic cameras at all of its intersections. In partnership with Microsoft, the city is working to take the raw video footage and convert the pixels into data points to better understand movements and events, all in an attempt to engage proactively. The underlying architecture involves a neural network system of machine learning that relies on training datasets. Some of the outputs to be derived from the platform include turning movement counts in real time, volumes to help identify exposure, and traffic conflict detection. The data will be used to generate heat maps that will show patterns emerging relative to time of day, day of the week or season of the year. The project won for the city the 2017 Transportation Achievement Award for Safety.

8. REVIEW 2017 ANNUAL ACTION PLAN AMENDMENT

Ms. Catalano reminded the Commissioners that the Community Development Block Grant Action Plan is required to be produced annually. One of the requirements is to list in the plan all program income received during the year. Of course, the exact amount of program income cannot be known before the end of the calendar year and the plan must be submitted prior to the end of the year. Accordingly, the Action Plan must be amended every year to list the precise amount of program income received for the prior year. In 2017, \$438,806 in program income was received and that is the amount referenced in the proposed action plan amendment.

Ms. Catalano said the Commission was required to review the amendment but was not required to vote on it.

9. OLD BUSINESS – None

10. NEW BUSINESS – None

11. PETITIONS AND COMMUNICATIONS – None

5. STAFF AND COMMISSION REPORTS

Ms. O'Reilly commented that the presentation to the Council on February 5 went very well. She said Chair Mercer did an excellent job. The Commissioners were urged to watch the video of the meeting.

Chair Mercer said she was very impressed with the level of conversation by the Councilmembers. There were specific questions about specific topics, and there was a lot of interest expressed in understanding how much more need there is in the city. She said she came away feeling that the Council would be open to ways to increase funding and possibly changing processes.

Chair Mercer mentioned that she participated in Count Us In and worked in the Factoria area where more homeless persons were found than were found in the past.

Commissioner McEachran announced that Eastside Pathways would relocate to his church campus on March 1.

12. ADJOURNMENT

A motion to adjourn was made by Commissioner McEachran. The motion was seconded by Commissioner Piper and the motion carried unanimously.

Chair Mercer adjourned the meeting at 8:19 p.m.

Secretary to the Human Services Commission

Date

Chairperson of the Human Services Commission

Date