

**HUMAN SERVICES COMMITTEE
MINUTES
January 20, 2015**

Present

Councilor Mike Beilstein, Chair
Councilor Frank Hann
Councilor Bill Glassmire

Staff

Nancy Brewer, City Manager *Pro Tem*
Ken Gibb, Community Development Director
Marci Laurent, Management Assistant
Carrie Mullens, City Manager's Office

Visitors

Jennifer Moore, United Way of Benton and Lincoln Counties Executive Director
Stewart Wershow, citizen

SUMMARY OF DISCUSSION

	Agenda Item	Recommendations
	Call to Order	2:04 pm
I.	Fiscal Year 2015-16 Social Service Priorities & Calendar	Continue Council-set priorities of Emergency and Transitional Services and approve allocations calendar for Fiscal Year 2015-16.
	Adjournment	2:51 pm
	Next Meeting	February 3, 2015, Madison Avenue Meeting Rm, 500 SW Madison Avenue

CONTENT OF DISCUSSION

I. Fiscal Year 2015-16 Social Service Priorities and Calendar

Chair Beilstein explained that HSC reviews and makes recommendations to Council regarding the Social Service Council Policy, funding priorities, and allocations calendar. The final allocation recommendation is made just prior to Council's budget approval in June.

Mr. Gibb added that the Council Policy is reviewed every three years (last in 2013). The funding priorities and allocations calendar are reviewed annually for the next funding cycle. The staff report includes background information, a copy of the Council Policy, and information from United Way of Benton and Lincoln Counties (UWBLC). The Council Policy includes social service funding definitions and identifies current priorities as Emergency and Transitional Services. Council has discussed changing the priorities a number of times.

Mr. Gibb reported that UWBLC is the City's Social Service Program Administrator. They convene a community-based group of volunteers to assist in reviewing applications and make recommendations for funding. UWBLC also reviews applications for other funding resources and has a good perspective of community needs. UWBLC receives a flat fee of \$8,000 for administrative services. Last year they proposed the flat fee versus the previously received five percent of the total allocation. This change resulted in additional funding for agency programs.

Mr. Gibb referred to the allocations process calendar included in the meeting materials and noted that Council approval of final allocations is scheduled for June 2015. UWBLC

will initiate the 2015-16 allocation process immediately following Council's decision of HSC's recommendation.

Mr. Gibb reported that funding for the FY14-15 Social Service Program totaled \$350,900; \$237,750 from the General Fund (GF) and \$113,150 from the levy. Funding for FY15-16 is estimated at \$367,060; \$237,750 from the GF and \$129,310 from the levy.

Mr. Gibb distributed a history of funding allocations and administrative contract information from FY98-99 forward (Attachment 1). The final column identifies funding levels using the previous methodology and without a levy. He noted that the total allocation is slowly increasing toward the highest allocation awarded in FY09-10.

Ms. Moore reviewed her memorandum included in the meeting materials. She said UWBLC formed a Vision Council for each of their impact areas: education, income, and health. The intent was to conduct a thorough needs assessment for each impact area to identify community needs, current resources, and gaps. The three Vision Councils provided independent reports and recommended priorities. After reviewing the reports, the UWBLC Community Impact Committee determined the best course forward for UWBLC funding was a three-part integrated strategy focusing on moving children out of poverty, supporting families who care for them, and strengthening communities that nurture them.

Ms. Moore said UWBLC adopted two-track funding following a discussion with the Income Vision Council about prioritizing interventions and preventions together. For the FY15-16 cycle, UWBLC will have separate applications for funding basic needs and prevention. The Community Impact Committee recommended adopting City Council Policy language for funding emergency and/or transitional services under the basic needs funding model.

Ms. Moore added that a major component of the prior funding model included agency presentations. After the last allocations cycle, feedback indicated that both the agencies and committee volunteers felt that the presentations were not productive. Instead, UWBLC implemented round table discussions. These have been highly successful and agencies have shared what their biggest challenges are beyond funding. The discussions have resulted in understanding that there is an obvious need for better communication between agencies. UWBLC is utilizing the discussions to further develop the prevention cycle funding model. The agencies and the Community Impact Committee have indicated that the discussions have been very useful and they want them to continue.

Ms. Moore and staff responded to questions:

Councilor Hann

I am interested in hearing more about provider efficacy and what has been accomplished. I support an emphasis on families and attempting to prevent issues from reaching a crisis. Is the new prevention funding model part of this funding cycle or will that be implemented during the next funding cycle?

Ms. Moore: There are two separate funding cycles for UWBLC. The current cycle includes a portion of UWBLC funds combined with the City's funds and

aligns with Council Policy priorities. A separate funding cycle will be held by UWBLC during the summer to focus on prevention.

Will the second cycle be within the same grant year?

Ms. Moore: Yes, the UWBLC fiscal year is July through June.

How does that interact with the City's funding?

Mr. Gibb: All of the City's resources will be used in the first funding cycle. The Council's Social Service Funding Policy has a focus on Emergency and Transitional Services.

How does the emphasis on families contribute to the discussion about the City's goals and priorities?

Ms. Moore: Children and families have moved up in priorities in programmatic funding. As UWBLC discusses how to be effective and efficient with the funds, children and families continue to move up in priority. The outcome of the Vision Councils' work was an emphasis on children as part of the family unit. Due to this information, UWBLC plans to fund prevention programs that focus on youth as a component of the family unit. Reviewing a cross-section of previous funding years, youth and family programs received the majority of the UWBLC and City funds.

Many homes in our community have elements of hoarding and/or isolation. Some citizens may be living in situations that result in isolation and they may need assistance. Did any of the prevention discussions include assistance for seniors?

Ms. Moore: The Senior Meals-on-Wheels program has been a high priority for many years. The program provides a lifeline for many homebound seniors. In reviewing the overall needs for social services, UWBLC is concerned with determining where an individual's continuum of service might cross-connect with various agencies and/or programs. If there is a need for rental assistance there is typically a need for utilities, food, and/or childcare services. UWBLC is experiencing alternative family units, such as a grandmother/mother/children unit and families are crossing several service agencies for assistance. As UWBLC considers youth and senior services, the entire family unit is included. It is anticipated that the two-track funding model will help UWBLC do a better job of helping youth and families to be successful.

Mr. Gibb: When the Code Compliance Program discovers similar situations, they are referred to the Oregon Senior and Disabled Services Division or other related agencies.

Ms. Brewer: The same issues are experienced in the Utility Billing Division. People who cannot pay their water bill probably cannot pay for other services. The Utility Billing staff attempt to connect people to available services, such as UWBLC. Although the Utility Services invoice provides customers with an opportunity to make voluntary donations for those who struggle to pay for services, it is critical that the customer struggling is connected to services on a broader perspective, not just assistance with utility services.

There are some people who frequently request non-emergency transport to the hospital to ensure a fall did not result in a broken hip or other injuries. This activity clearly impacts other areas of City funding where resources might be more expensive than an alternate program to address the need.

Ms. Moore: UWBLC was instrumental in bringing the 2-1-1 Information and Referral program to Linn, Benton, and Lincoln Counties. The program provides a

system to connect people to all of the resources they need with the first call. The more people who know and utilize the program, the better the program becomes.

Councilor Glassmire

What is the financial commitment from UWBLC compared to City funds? How are the funds divided between basic needs and prevention?

Ms. Moore: UWBLC researched how the funds were previously divided and compared that information to the types of programs agencies typically request for funding. For the past four years, the split has been 45% basic needs and 55% prevention. Between 90 and 95% of the applicants are recurring. Last year more than \$610,000 was invested into the community (from UWBLC, City, and other funds). Changes made to the funding model and UWBLC's business model will put UWBLC in a financial position to leverage additional funding from grants and foundations.

Chair Beilstein

Can you provide examples of City-funded programs that would be considered poverty prevention?

Ms. Moore: Prevention is broader than poverty. Upstream funding is a way to prevent the problem from happening. Upstream funding is less expensive than downstream funding. Examples might include suicide prevention and youth mental health counseling at Old Mill Center and Jackson Street Youth Shelter. Some after-school activities at the Corvallis Boys and Girls Club could be considered prevention along with financial literacy classes and connecting clients to primary medical care homes.

All of the programs you have described can be justified to fit within the Council's priorities of Emergency and Transitional Services.

Ms. Moore: According to the City's Social Service Policy, emergency services provide immediate or short-term assistance and transitional services provide a short or defined period of assistance. UWBLC's definition of prevention is an indeterminate amount of time; the outcome could be five or ten years in the future.

The City has consistently funded preschool programs. Those could be interpreted as continual services.

Mr. Gibb: UWBLC does a good job of balancing needs and making them fit within the definitions.

Councilor Glassmire

If the total investment last year was \$610,000, and the City gave more than \$300,000 for basic needs, the split is more than 45%.

Ms. Moore: The 45-55% split is UWBLC funding only. The City provides funds for Emergency and Transitional Services only.

What are the percentages for the combined funding?

Councilor Hann: The percentage split of the total investment is approximately 60-40.

Chair Beilstein

In addition to the monies from the General Fund and levy for the Social Service Program, the City allocates Community Development Block Grant (CDBG) funds. Are these funds also allocated by UWBLC?

Mr. Gibb: CDBG funds are allocated directly by the City through recommendations from the Housing and Community Development Advisory Board. Approximately \$70,000 is available next fiscal year.

The round table discussions should provide a good indication of where to allocate resources. Agency site visits were previously included as part of the allocation process. Will these continue?

Ms. Moore: Site visits will be utilized when needed, such as new program applications. Typically, the Community Impact Committee reviews applications for the same programs from the same agencies year after year. Committee members already have some knowledge about the programs and agencies and they understand who is being served by the program and how it is managed. The round table discussions are informing volunteers at a higher level about issues agencies are facing.

The Mayor will appoint a representative from HSC to serve as a Council Liaison for the allocations process. Since the Liaison has not yet been appointed, they have not attended the round table discussions. Will this become an issue during the process?

Ms. Moore: Several members of the Community Impact Committee have volunteered to provide additional background information to the Council Liaison.

Ms. Moore distributed Community Impact Committee information (Attachment 2).

Councilor Hann

The priorities will remain the same through which funding cycle?

Mr. Gibb: Through Fiscal Year 2015-16.

Is it too late to discuss changing the priorities? There is a need in the community to assist and support families so they do not reach crisis.

Mr. Gibb: Council can set the priorities for the upcoming fiscal year or wait and review how changes UWBLC is making to their program may fit into future priorities for City resources.

Councilor Glassmire

Does UWBLC receive different amounts of support for families in basic needs versus prevention?

Ms. Moore: Funds are allocated to a program and support is determined by the demographic that program serves. Typically, the client who requests assistance is served. Other than a few youth and senior programs, there is no parameter on who will or will not be served. The intention for UWBLC is to begin the 2015 allocations cycle with a two-track funding model. At the end of the cycle, UWBLC will evaluate how the model worked and make adjustments if needed. As a result of the round table discussions, evaluation process, and final recommendations, UWBLC is hoping to present HSC with recommendations for funding priorities within basic needs.

Councilor Hann moved to recommend Council retain the same Social Service funding priorities for FY15-16 and that Council schedule a discussion about priorities for the following funding cycle with a focus on families and prevention measures.

Chair Beilstein opined that everything the City previously funded contributed to family support. Examples of family support include programs that help a single homeless man acquire housing and providing dental care for youth. The concept of an emphasis on family does not change the nature of what programs are funded.

Mr. Gibb said he will submit an attachment to the minutes from this meeting identifying Council approved funding recommendations by program for FY14-15 (Attachment 3). He noted that the FY 15-16 allocation process was delayed for the new City Council term. Next year there will be an opportunity to review the priorities as suggested by Councilor Hann and any other Council Policy issues. This can be done in the fall of 2015 which will provide ample time to change priorities before the next funding cycle.

Councilor Hann amended his motion to recommend Council retain the same Social Service funding priorities for FY15-16. Councilor Glassmire seconded.

Councilor Hann added that during the discussions next fall, he wants to review the difference between a population that is in crisis versus one that is approaching crisis.

Chair Beilstein clarified that the intent is to review social service issues during this next year to see if there is something more the City can do to support families.

The motion passed unanimously.

Councilor Glassmire said he personally agrees with Councilor Hann's opinion, but his inclination is to defer to the expertise of those people making allocation decisions.

Mr. Gibb added that Council has reviewed different options throughout the years, including using a portion of the fund to support priorities that surfaced with a former needs assessment. He said it will be important to gather public comment during the priority discussions next fall.

Councilors Hann and Glassmire, respectively, moved and seconded to recommend Council approve the Social Service allocations process calendar as presented. The motion passed unanimously.

Chair Beilstein said the discussions with UWBLC and other service agencies provide him with a broader understanding of what is being done in the community.

The Committee unanimously recommended Council retain the current funding priorities of Emergency and Transitional Services and approve the allocations calendar for Fiscal Year 2015-16.

Respectfully submitted,

Mike Beilstein, Chair

II. Other Business

The next Human Services Committee meeting is scheduled for 2:00 pm on Tuesday, February 3 in the Madison Avenue Meeting Room.

The meeting adjourned at 2:51 pm.

Respectfully submitted,

Mike Beilstein, Chair

ATTACHMENT 1

Social Service Allocations
History of Funding and Administration Contract

	Annual Allocation	Levy	Prior Year Carryover	Total Allocation w/ Carryover and/or levy	Contract UW (5%) Flat Rate Beginning 2015	Allocated to Agencies	Total Allocated	Notes	Allocation Amt
									Using Past Methodology
								Not Including Levy Total	
FY 14-15	237,750	103,150	10,000	350,900	8,000	342,900	350,900	Adopted Budget includes \$237,750 for SS + 113,150 Levy funding.	\$ 450,634
FY 13-14	237,750	90,550		328,300	16,415	311,885	328,300	Adopted Budget includes \$237,750 + \$90,550 Levy funding. While \$107,390 was anticipated in the SS Levy, \$12,000 was heldback until the final AVI for FY 13-14 is known. Part of the 12K is to make-up for the FY12-13 overpayment of \$1,670.	\$ 438,360
FY 12-13	237,750	106,840		344,590	17,230	327,360	344,590	Adopted Budget included \$237,750 + 106,840 Levy funding.	\$ 429,344
FY 11-12	250,000	102,870		352,870	17,644	335,225	352,870	Adopted Budget included \$250,000 + 102,870 in Levy funding	\$ 416,434
FY 10-11	379,870			379,870	18,994	360,877	379,870	Adopted Budget reduced by 6.5% in all Non-Departmental Funding. Social Service Allocation Reduction (406,271 x 6.5% = 26,401)	\$ 406,271
FY 09-10	432,250			432,250	21,613	410,638	432,250	based on 08-09 + 2.7% CPI, plus \$28,000 one-time Budget Commission add	
FY 08-09	393,620			393,620	19,681	373,939	393,620	based on 07-08 plus 3.7% CPI	
FY 07-08	379,580			379,580	18,979	360,601	379,580	based on 06-07 plus 2.6% CPI	
FY 06-07	369,960			369,960	18,460	351,500	369,960	based on 05-06 plus 5% CPI	
*FY 05-06	360,580		2,875	363,455	18,173	345,287	360,580	carryover from 04-05	
FY 04-05	349,400			349,400	17,470	331,930	349,400		
FY 03-04	344,580			344,580	17,229	327,351	344,580	reduction was a part of the service reductions (include 2 of 3 potential cuts)	
FY 02-03	404,690			404,690	20,234	384,456	404,690		
FY 01-02	395,590			395,590	19,779	375,811	395,590		
FY 00-01	385,440		5,000	390,440	19,522	370,918	385,440	carryover from 99-00 of unused funds	
FY 99-00*	370,720			370,720	18,536	352,184	370,720		
FY 98-99	364,800			364,800	18,240	346,560	364,800		
				6,315,615	306,198	6,009,421	6,307,740		

* Proposed Allocation based on prior year's funding + CPI as of December of the Previous Year

i.e. FY 08-09 would be calculated in the Proposed Budget as follows:
 FY 07-08 Funding Amt \$ 379,580
 x's Dec 2007 CPI of 3.7% 14,044
 \$ 393,624 rounded to nearest 10

Community Impact

Committee Overview

Establishes the functional structure and operational goals of United Way's Community Impact business model; convenes and facilitates needs assessments processes when necessary; and manages the evolution of United Way's funding model and implements the annual Grants Program, supported by staff under Board guidelines.

The Community Impact Committee manages mission work as directed by the organization's strategic plan, by transitioning from the previous program-based funding model to an issues-driven funding model by Jan 2015, and to:

- Establish structure which enables necessary changes to grant cycle process(es), moving towards the 2015 Community Impact business framework of issues-based funding
- Initiate formal and informal communications to United Way stakeholders, service agency partners, and customers (donors) regarding the transition to the Community Impact business model
- Promote community mobilization by identifying priorities and moving the marker on targeted issues in a measurable way
- Provide flexibility for new organizational priorities and future commitments designated by the Board

Meeting Frequency: 3rd Mon of each month at 12:00 pm

Member Profile(s)

Linda Amedo joined United Way's Community Impact Committee as a granting volunteer in 2014. She has over 30 years' program & people management experience in business, research & development and operation organizations, and has been Hewlett Packard for 36 years—all on the Corvallis Oregon campus. She currently serves as the Chief of Staff to a development lab on our campus.

Mitch Anderson works for Benton County as the Director of the Health Department. He has been in that role for six years after serving as a Deputy Director in charge of the mental health programs for 11 years. Mitch has served as the Health Vision Council Chair and member of United Way's Community Impact Committee since 2012.

Rebecca Badger, a long-time Corvallis resident, works at Oregon State University where she has been a marketing manager for the Ecampus online degree programs since 2011. Rebecca has been involved with United Way for several years as a member of the Granting Committee and currently as a member of the Community Impact Committee.

Shawnde Bausch manages operations and the grants and scholarships process for Benton Community Foundation (BCF). She's lived in Corvallis for 11 years and loves it. Shawnde joined United Way's Community Impact Committee in 2013 as the BCF liaison.

Lauren Caruso joined the Austin Entrepreneurship Program at Oregon State University in September 2014 as the Outreach & Civic Engagement Coordinator. She has been involved with United Way since October 2013, first as the Community Impact Director and later (and currently) as a volunteer member of the Community Impact Committee.

Vonda Derksen is a Business Planning Manager with Hewlett Packard. She joined United Way's Board of Directors and Community Impact Committee in 2013.

Mac Gillespie works at the Benton County Health Department in chronic disease prevention. He's lived in Benton County for 8 years and this is his second year working with United Way's Community Impact Committee.

Roger Lizut, a retired engineer, joined United Way's Board of Directors and Community Impact Committee in 2011. He has served as a granting volunteer for several cycles, Committee Chair, and Board President. He also volunteers with Leadership Corvallis, serves on the City of Corvallis' Planning Commission, and volunteers in a variety of capacities with other local nonprofit organizations.

Aaron Manley works for the City of Corvallis as the Development Review Supervisor. He's lived in Corvallis for sixteen years, been employed with the City for thirteen, and has been a United Way Board Member. He served three years as a member of United Way's Finance Committee as well as serving as a granting committee member for 3 cycles before joining the Community Impact Committee.

Sandy Neubaum is the Director of the Austin Entrepreneurship Program at Oregon State University. She is passionate about working with college-age entrepreneurs and social entrepreneurs. Sandy has served as a volunteer with United Way since 2009, first as a community volunteer on several granting cycles then as a Board Member and currently as Chair of the Community Impact Committee.

Amy Neuman is an IRB Coordinator at Oregon State University and oversees the ethical review and approval of research involving human subjects. She has been in that position since June 2013 and has volunteered with United Way since January 2014.

Cheryl Precious is a graduate student in public policy at OSU. She has a professional background in nonprofit development, having served for the previous 5 years as the Development Director at a regional food bank, as well as in strategic planning, grant writing, and other consulting roles for various organizations. Cheryl joined the board of directors of United Way in the summer of 2015.

Susan Raum has worked as a healthcare recruiter for The Corvallis Clinic for the past 12 years. She's served on United Way's granting committee in 2010, and became a member of the Community Impact Committee in early 2014.

Biff Traber, a dedicated community volunteer, has served with United Way in a variety of capacities since 2005. His membership on the Community Impact Committee began in 2006 and has included serving as a granting committee volunteer, grants program coordinator (2 years) and Committee Chair (2 years). In addition, Biff was instrumental in launching United Way's Vision Council work, serving as the Income Council Chair.

Chris Westfall is the Code Compliance Supervisor with the City of Corvallis. He's volunteered with United Way since early 2014.

Travis Younger joined the US Bank team 4 ½ years ago. He now serves as the Branch Manager for the North Corvallis branch. Travis joined United Way's Board of Directors in 2014 after agreeing first to join the Community Impact Committee as a granting volunteer. He continues as a Board representative to the Community Impact Committee.

Agency Requests/Recommendations

Agency	Program	Request	Recommend
ABC House	Child Abuse Assessment	\$20,000	\$10,000
Benton Furniture Share	Sustaining Client Services	\$15,000	\$10,000
Benton Habitat for Humanity	Home Repair Initiative	\$5,000	\$3,000
Boys & Girls Club of Corvallis	Clubhouse Subsidized Support	\$74,870	\$50,000
	Young Adult Dental Access	\$19,515	\$0
CARDV	Emergency Shelter Services	\$10,000	\$5,000
CASA	CASA Voices for Children Advocates	\$12,000	\$8,000
	Advocacy Center	\$2,000	\$2,000
Casa Latinos Unidos	Immediate-Need Services	\$14,400	\$14,400
Community Outreach, Inc	Integrated Shelter Services	\$60,000	\$45,000
	Health Services	\$50,000	\$35,000
	Mari's Place	\$50,000	\$15,000
	Homeless Prevention	\$20,000	\$5,000
Community Services Consortium	Linn Benton Food Share	\$37,000	\$32,000
Corvallis Community Children's Centers	Childcare Tuition Scholarship	\$61,600	\$20,000
	Emergency Tuition Scholarship	\$5,000	\$0
Corvallis Daytime Drop-In Center	Counselor	\$10,000	\$0
Corvallis Environmental Center	SAGE Food for Families	\$12,500	\$5,000
Corvallis Homeless Shelter Coalition	Men's Cold Weather Shelter	\$10,400	\$7,400
	Case Manager Men's Shelter	\$15,000	\$3,000
	Men's Shelter Food Insecurity	\$2,000	\$0
	Women & Children's Rental Assistance	\$9,850	\$5,000
	Case Manager WRAP	\$10,400	\$0
Heartland Humane Society	Emergency and Safe Housing	\$3,000	\$3,000
Jackson Street Youth Shelter	Emergency Shelter	\$25,000	\$20,600
	Transitional Living	\$10,000	\$0
Old Mill	Relief Nursery Outreach Services	\$13,000	\$10,000
	Mental/behavioral health BGCC	\$10,000	\$0
Presbyterian Preschool & Child Care Center	Tuition Assistance	\$8,000	\$8,000
RSVP/Linn-Benton Volunteers	Senior Peer Counseling	\$5,000	\$2,500

South Corvallis Food Bank	Emergency Food Boxes	\$13,000	\$13,000
Vina Moses	FISH	\$3,000	\$3,000
	Clothing & Household	\$3,000	\$3,000
We Care	We Care Financial Assistance	\$5,000	\$5,000
Subtotal			\$342,900

United Way (contract fee) Total \$8,000
Total distribution \$350,900