

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of a Memorandum of Understanding Between the Cities of Bellevue, Bothell, Issaquah, Kenmore, Kirkland, Mercer Island, Redmond, Sammamish, Shoreline, and Woodinville establishing the Human Services Pooled Fund
DEPARTMENT:	Community Services Division
PRESENTED BY:	Rob Beem, Manager

PROBLEM/ISSUE STATEMENT:

The City of Shoreline works collaboratively with other suburban cities in north and east King County on human service issues through an organization called the North and East Funders Group (NE Funders). Having tested a pooled funding program which allows for more efficient administration of human services agency contracts, the cities involved now wish to establish this program through 2013.

This Memorandum allows the seven cities to jointly administer their funding of an agency through one contract. Each city will continue to make independent choices regarding funding of programs, including setting the amount of funding, and performance measures. The City of Bellevue will act as the contracting and fiscal agent. Bellevue and the agencies will provide reimbursement requests and reports to Shoreline on a quarterly basis. Cities will have the option of approving their portion of the quarterly payment, based on the agency's performance in their community.

FINANCIAL IMPACT:

The participation in this Memorandum of Understanding has no financial impact for the City.

RECOMMENDATION

Staff recommends that Council approve a motion to enter into a Memorandum of Understanding between the Cities of Bellevue, Bothell, Issaquah, Kenmore, Kirkland, Mercer Island, Redmond, Sammamish, Shoreline, and Woodinville establishing a human services pooled fund.

Approved By: City Manager  City Attorney ____

INTRODUCTION

The City of Shoreline participates in a sub-regional human services planning group called the North and East Funders Group (NE Funders). The cities work collaboratively on mutual human service issues, including the development of common funding applications for the cities' human service funding (both Community Development Block Grant and general fund). A main goal of the group is to provide the local human service agencies with streamlined application and contracting activities. This is mainly accomplished with common funding applications and workshops.

The City of Shoreline has the opportunity to enter into a Memorandum of Understanding with other suburban cities that outlines a system regarding the planning, funding, and implementation of a joint human services application and funding program.

BACKGROUND

Cities in North and East King County often contract for human services funding with the same agency for the same program. Senior Services Meals on Wheels program receives funding from Hopelink, for example, is under contract from six of ten of the NE Funder cities. Beginning in 2003, these cities established a pooled fund to administer our contracts that multiple cities had for similar programs. This program has proven to be more efficient for cities and for agencies.

The Pooled Fund allows the human service agency to contract with one city, versus the six to ten that may provide funding. The City of Bellevue will continue in its role as the contracting city for the duration of the agreement. Bellevue does not assess a separate administrative fee for this service.

In terms of local city control over the project, each participating city will receive quarterly performance measure reports and be able to approve (or not approve) payment for services in their city. In this way, cities will not lose any reporting or oversight capacity for the program.

Specifically, the City's participation in the Memorandum of Understanding will affect ten of our human service projects with a total value of \$51024.00:

Children's Response Center	\$ 5,082
Child Care Resources	\$ 4,958
Community Health Centers	\$ 4,958
Crisis Clinic - 24-Hour Crisis Line	\$ 3,830
Crisis Clinic - Teen Link	\$ 4,958
Crisis Clinic - 211	\$ 3,470
KSARC - Comprehensive Sexual Assault Service	\$ 5,206
North and East Healthy Start	\$ 9,876
Senior Services - Meals On Wheels	\$ 4,958
Senior Services - Volunteer Transportation	\$ 3,728

Consistent with past practice, the Memorandum of Understanding allows each city to negotiate with each agency regarding the number of city residents to be served and other performance measures as they relate specifically to each city. In this way, the City of Shoreline retains control over the level of services in our City. This agreement does not bind the City to provide funding to any specific agency or program. Additionally, each quarter the agency will submit separate billing and performance reports for each city, and each city will be allowed to review and approve payment relating to services provided in their city. In this way, each city retains the ability to control service levels within their city. This process of negotiation and quarterly review and approval mirrors our current process in Shoreline.

ALTERNATIVES ANALYSIS

- The preferred alternative is to enter into the Memorandum of Understanding. The benefits are as follows:
 1. Potential cost savings for the City, as we do not have to contract with the agency or process payments.
 2. The aggregate savings for the agency involved is great. They will have one contract in place, rather than seven. In this time of narrowing resources for human service agencies, building efficiencies for agencies can help them continue to provide services.
- The second alternative is for the City to return to contracting individually with the affected agencies.

RECOMMENDATION

Staff recommends that Council approve a motion to enter into a Memorandum of Understanding between the Cities of Bellevue, Bothell, Issaquah, Kenmore, Kirkland, Mercer Island, Redmond, Sammamish, Shoreline, and Woodinville establishing a human services pooled fund.