

**HUMAN SERVICES COMMITTEE
MINUTES
March 23, 2015**

I. CALL TO ORDER

The Human Services Committee Meeting was called to order at 4:00 pm on Monday, March 23, 2015 at 25 West Main Street, Auburn, WA.

Committee Members present: Jason Berry, Barbara Derda, Bette Van Gasken, JoAnne Walters, Lela Brugger, Maryelyn Scholz

Committee Members not present: Chuck Booth

Staff present: Community Services Assistant Emily J. Pearson and Veterans & Human Services Coordinator Erica Sullivan

Staff not present: Director of Administration Michael Hursh

II. APPROVAL OF MINUTES

- Member Barbara Derda motioned to accept the February 23, 2015 minutes; Member Maryelyn Scholz seconded the motion. All Committee Members were in favor of adopting the minutes as submitted.

The February 23, 2015 minutes were approved.

III. AGENDA
• **CAPER**

Emily Pearson distributed a copy of the draft CAPER (Consolidated Annual Performance and Evaluation Report) to the Committee. The report is presented to HUD regarding the City's activities and accomplishments that are utilized through Community Development Block Grant (CDBG) funds. Member Maryelyn Scholz suggested they read the report and discuss it as an Agenda item next month. The Committee agreed to provide feedback at the April 27, 2015 meeting.

• **Site visits**

The Committee continued their discussion on upcoming site visits. Orion Industries is at the top of the list. Member Barbara Derda stated her interest in revisiting Domestic Abuse Women's Network (DAWN). Member JoAnne Walters said she would like to see Washington Women's Employment & Education (WWEE); Emily Pearson noted that WWEE had recently changed the name of their organization to Courage 360; the reason for the change was to remove the stigma that WWEE only serves women. They provide job placement training, interview preparation, etc. Ms. Derda mentioned that not all agencies were visited and asked Ms. Pearson if she could find out specifically which ones and perhaps those could be a priority.

Ms. Scholz asked if we could visit agencies that aren't funded by the City. Chair Jason Berry remarked that it was a possibility, however the priority of visits should be those agencies that serve our residents.

Emily Pearson will produce a list of the top preferences of the Committee based on their responses and coordinate the visits for the members.

- **Code Enforcement Overview**

Ms. Pearson introduced Jeff Tate, Assistant Director of Community Development Services. Mr. Tate said that the City currently has two Code Enforcement officers and is in the process of hiring a third, and that this was a good ratio given the population of the city. The Department is in the process of changing the ways they approach code enforcement issues. Traditionally their work has been response-based, for example, responding to a complaint from a citizen regarding overgrown grass, excessive noise or garbage, illegal burning, etc. Member Lela Brugger asked how the division is contacted. He said they take complaints over the phone, at the front counter and via email (codeenforcement@auburnwa.gov). Member Scholz asked if the City could enforce anything on Tribal land, and Mr. Tate said that it depends on the situation on a case-by-case basis.

Code Enforcement and the Police Department often work together. Responding to reports of a homeless encampment would be led by Police and assisted by Code Enforcement. Mr. Tate said they are prepared with referrals to give out; they often run into mental health issues (hoarding, etc.) while on typical calls.

The City can fine, ticket, and even levy liens against a property in violation. Member Derda asked if a lien can be placed against a bank that owns a property, to which Mr. Tate said they absolutely can. Home Owners' Associations can also contact Code Enforcement if extra support is needed.

Mr. Tate spoke on the relationship between Code Enforcement and Housing Repair. Every Wednesday an inspector will assess what's in need of repair and help those home owners choose the priority of work that's needed. Member JoAnne Walters asked how the public can apply for assistance; Mr. Tate said they can access applications online or pick one up from Community Services. Citizens must live in the city limits; their income is verified and determinations are made based on need and funds available.

Member Bette van Gasken asked what the long-term vision for the department was. Mr. Tate spoke of two items: hire a third officer with hopes of becoming more proactive; and to educate people – many citizens don't know the capabilities of Code Enforcement. He finished by saying that restoring downtown Auburn to its former glory is always a priority.

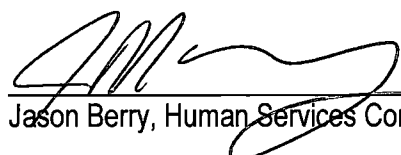
IV. ANNOUNCEMENTS

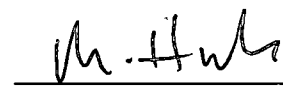
The next Human Services Committee meeting is scheduled for Monday, April 27, 2015.

V. ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

APPROVED THE 27th day of April, 2015


Jason Berry, Human Services Committee Chair


Michael Hursh, Director of Administration