



## Memorandum

**Date:** 11/1/2021

**Meeting of:** Committee of the Whole - Parks and Human Services

**File No.** CM 21-535

**Type:** Committee Memo

**TO:** Committee of the Whole - Parks and Human Services

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Planning and Community Development	Carol Helland	425-556-2107
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**DEPARTMENT STAFF:**

Planning and Community Development	Brooke Buckingham	Human Services Manager
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**TITLE:**

Human Services Strategic Plan Update

**OVERVIEW STATEMENT:**

Staff will present a brief overview of community involvement activities that are part of the Human Services Strategic Plan update with a snapshot of emerging themes to date. The consultant and staff will present a more detailed analysis of key findings resulting from community engagement efforts at the December 7, 2021, Council Business Meeting.

☐ **Additional Background Information/Description of Proposal Attached**

**REQUESTED ACTION:**

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Human Services Element of the Comprehensive Plan, Human Services Strategic Plan.
- **Required:**  
N/A
- **Council Request:**  
N/A
- **Other Key Facts:**  
A contract was executed with Equitable Future LLC on July 1, 2021, for the development of a Human Services Strategic Plan. The Strategic Plan will be used to better understand community needs which will help the City prioritize its work and investments over the next five years. Further, the plan will help inform updates to the Human Services Element of the Comprehensive Plan.

**OUTCOMES:**

The project deliverables include:

- Community Engagement Plan (complete)
- Draft Existing Conditions and Needs Assessment (Late November)
- Draft Strategies Report (December - January)
- Draft Human Services Strategic Plan (January 2022)
- Final Human Services Strategic Plan (February 2022)

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
Focused engagement will occur September through October 2021 with additional opportunities to provide feedback on project deliverables.
- **Outreach Methods and Results:**  
Primary methods include stakeholder interviews, focus groups, and questionnaires including in-person surveying targeted to underrepresented groups in our community.
- **Feedback Summary:**  
Pending

**BUDGET IMPACT:**

**Total Cost:**  
\$39,952

**Approved in current biennial budget:** ☒ Yes ☐ No ☐ N/A

**Budget Offer Number:**  
000248

**Budget Priority:**  
Vibrant and Connected

**Other budget impacts or additional costs:** ☐ Yes ☒ No ☐ N/A

**If yes, explain:**  
N/A

**Funding source(s):**  
General Fund

**Budget/Funding Constraints:**  
N/A

☐ **Additional budget details attached**

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
9/7/2021	Committee of the Whole - Parks and Human Services	Receive Information

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
12/7/2021	Business Meeting	Receive Information

**Time Constraints:**

Timely adoption of the plan will inform updates to the Human Services Element in alignment with the Redmond 2050 schedule and will assist the Human Services Commission in their considerations when they launch the 2023-2024 Human Services Fund application process next spring.

**ANTICIPATED RESULT IF NOT APPROVED:**

Staff is not seeking approval at this time. This is an informational item.

**ATTACHMENTS:**

Presentation will be included in the 12/7/21 Business Meeting materials.