

10/18/17
SLHAAB and VLAB 50%

[SAG]

Sponsor: _____

Proposed No.: 2017-0360.1

1 **AMENDMENT TO PROPOSED ORDINANCE 2017-0360, VERSION 1**

2 Delete Attachment A, Veterans, Seniors and Human Services Levy Governance Plan and
3 insert Attachment A, Veterans, Seniors and Human Services Levy Governance Plan,
4 Updated October 18, 2017.

5 Line numbers have been added for ease of reference. The code reviser is instructed to
6 remove line numbers in the attachment on the final version of this legislation adopted by
7 the council before presentation to the executive.

8 ***EFFECT: Provides for joint oversight by the Veterans Levy Advisory Board (VLAB)***
9 ***and the Seniors Levy & Healthy Aging Advisory Board (SLHAAB) of the distribution***
10 ***of the portion of the VSHSL’s proceeds controlled by section 4.B.2. of Ordinance***
11 ***18555 that are set aside to fund capital facilities and regional health and human***
12 ***services for seniors who are also veterans or military servicemembers and their***
13 ***respective caregivers and families. After the conditions in either of the subsections in***
14 ***section 4.B.2. of Ordinance 18555 have been satisfied, the VLAB will not have any***
15 ***oversight responsibility regarding funds expended under section 4.B.2. of Ordinance***
16 ***18555.***

[Blank Page]

VETERANS, SENIORS AND HUMAN SERVICES LEVY GOVERNANCE PLAN



1
2
3
4

Department of Community and Human Services

1 **Executive Summary**

2 Enacted on July 21, 2017, Ordinance 18555 presents King County voters with a ballot measure
3 for the Veterans, Seniors and Human Services Levy (VSHSL). Ordinance 18555 requires the
4 Executive to transmit a proposed plan for VSHSL governance.

5 In addition to requiring the transmittal of the VSHSL Governance Plan, Ordinance 18555
6 lists additional requirements of the VSHSL Governance Plan:

- 7 • The creation of the board or boards shall be contingent upon voter approval of
8 the VSHSL.
- 9 • The board or boards shall be charged to oversee the distribution of VSHSL
10 proceeds.
- 11 • The board or boards shall report annually to the Executive and Council on the
12 fiscal and performance management of the VSHSL.
- 13 • The plan may describe additional matters on which the board or boards are
14 empowered to provide advice to the Executive and Council.

15
16 This governance plan proposes the creation of three boards and an executive committee
17 to accomplish the requirements of Ordinance 18555. The plan also proposes integrating
18 the state-required veterans advisory board into the board that would oversee VSHSL
19 proceeds for veterans and servicemembers and their respective families.

20
21 The following table provides a high-level summary of the proposal.¹
22

¹ Under this proposal, the Seniors Levy & Healthy Aging Advisory Board (SLHAAB) and the Veterans Levy Advisory Board (VLAB) will jointly oversee the distribution of the portion of the VSHSL's proceeds restricted by subsections in section 4.B.2. of Ordinance 18555, which sets aside funds for capital facilities and regional health and human services for seniors who are also veterans or military servicemembers and their respective caregivers and families. After the conditions in either of the subsections in section 4.B.2. of Ordinance 18555 have been satisfied, the VLAB will not have any oversight responsibility regarding funds expended under section 4.B.2. of Ordinance 18555.

VSHSL Governance Plan

VSHSL Executive Advisory Committee		
<p>Duties:</p> <ul style="list-style-type: none"> <u>Advise</u> on matters affecting entire levy <u>Oversee</u> the 1% for capacity building <u>Annual Report to Executive, Council & RPC</u> 	<p>Composition (9 Members Total, Drawn from Boards)</p> <ul style="list-style-type: none"> Chair, Vice Chair, and 1 additional member from each board 	
Veterans Levy Advisory Board	Seniors Levy & Healthy Aging Advisory Board	Human Services Levy Advisory Board
<p>Duties:</p> <ul style="list-style-type: none"> <u>Advise</u> County on matters & policies affecting veterans, servicemembers & their families <u>Oversee</u> the 1/3 VSHSL for veterans <u>include</u> the membership of the RCW 73.08 KCVP Advisory Committee <p>Composition (18 Members Total)</p> <ul style="list-style-type: none"> 9 Council Nominees 3 Executive Appointees 	<p>Duties:</p> <ul style="list-style-type: none"> <u>Advise</u> County on matters & policies affecting seniors, caregivers & healthy aging <u>Oversee</u> the 1/3 VSHSL for seniors and, in conjunction with the VLAB, oversee funds for seniors who are also veterans <p>Composition (15 Members Total)</p> <ul style="list-style-type: none"> 9 Council Nominees 6 Executive Appointees <ul style="list-style-type: none"> x2 nominated by Area Agency on Aging Advisory Council x1 nominated by the City of Seattle x1 nominated by the Sound Cities Association 	<p>Duties:</p> <ul style="list-style-type: none"> <u>Advise</u> County on matters & policies affecting vulnerable populations <u>Oversee</u> the 1/3 VSHSL for vulnerable populations <p>Composition (15 Members Total)</p> <ul style="list-style-type: none"> 9 Council Nominees 6 Executive Appointees <ul style="list-style-type: none"> x1 nominated by the City of Seattle x1 nominated by the Sound Cities Association
<p>King County Veterans Program Advisory Committee</p>		
<ul style="list-style-type: none"> 6 Elected Members Consistent with RCW 73.08.035 		

Board members must be King County Residents. Elected Officials are ineligible for board membership while in office.

1
2
3

1 **Requirement for a VSHSL Governance Plan**

2 In July 2017, Ordinance 18555 placed a six-year Veterans, Seniors and Human Services
3 Levy (VSHSL) on the ballot for voter consideration in November 2017. If approved by
4 voters, proceeds from the VSHSL will be used to plan, provide, administer and evaluate
5 a wide range of regional health and human services and capital facilities for veterans
6 and military servicemembers and their respective families, seniors and their caregivers,
7 and vulnerable populations.

8
9 Section 6.A. of Ordinance 18555 requires the Executive to develop and transmit for
10 Council review and adoption by ordinance a governance plan for the VSHSL. The
11 VSHSL Governance Plan must provide for the creation, composition and duties of a
12 board or boards to provide oversight of the expenditure of VSHSL proceeds.

13
14 Section 6.B. of Ordinance 18555 mandates that the duties of the board or boards
15 proposed in the governance plan include overseeing the distribution of VSHSL proceeds
16 consistent with sections 4.A. and B. of Ordinance 18555 and reporting annually to the
17 Executive and Council on the fiscal and performance management of the VSHSL.
18 Section 6.B. additionally invites the Executive to propose additional matters on which the
19 board or boards may be empowered to advise the County.

20
21 **Background**

22 This governance plan proposes the creation of three VSHSL advisory boards. Each board
23 would oversee the distribution of VSHSL funds for one of the levy’s priority populations:
24 veterans and military servicemembers and their respective families, seniors and their
25 caregivers, and vulnerable populations. In accordance with the provisions of section 4.B.2 of
26 Ordinance 18555, two of the boards would together oversee funds set aside for seniors who
27 are also veterans, their caregivers and families. While these boards would be new, the veterans
28 and vulnerable populations-focused boards represent substantial continuations of the current
29 VHSL’s boards. This plan also contemplates integrating into one body King County’s two
30 resident boards that deal with matters affecting veterans. The following subsections provide
31 background information about the two existing Veterans and Human Services Levy boards and
32 the state-mandated veterans advisory board.

33 **Creation of the VHSL’s Existing Boards**

34 In 2005, Ordinance 15279 placed the 2006-2011 Veterans and Human Services Levy
35 (VHSL) on the ballot and provided for two citizen oversight boards to oversee and report
36 on expenditures of levy proceeds. Voters approved the VHSL, enabling the creation of
37 the Veterans Citizen Oversight Board (VCOB) and the Regional Human Services Board
38 (RHSB):

- 39
40 **VCOB:** The Veterans Citizen Oversight Board was created to oversee levy funds
41 for veterans and military servicemembers and their respective families. The
42 VCOB has 12 members:
- 43 ○ Nine members nominated by Councilmembers
 - 44 ○ Three Executive appointees drawn from the membership of the Veterans
45 Advisory Board
 - 46 ○ Members must be “residents of King County with a diverse, balanced
47 representation of private and public sectors, veterans, community
48 leaders, jurisdictions and human service representatives.”

1
2 **RHSB:** The Regional Human Services Board was created to oversee funds that
3 serve a “wide range of low-income people in need of such services.” The RHSB
4 has 12 members:

- 5 ○ Nine members nominated by Councilmembers
- 6 ○ Three Executive appointees who are “poor or represent an organization
7 that is composed of the poor, such as Welfare Rights, Retired Senior
8 Citizens, Seattle Young People Project and others. These at-large
9 members shall also be from three geographic areas of King County
10 representing: south King County; east King County; and Seattle and north
11 King County.”
- 12 ○ Members must be “residents of King County with a diverse, balanced
13 representation of private and public sectors, veterans, community
14 leaders, jurisdictions and human service representatives.”

15
16 In 2011, Ordinance 17072 placed a renewal of the VHSL on the primary election ballot.
17 Ordinance 17072 contained a provision providing for continuation of the VCOB and
18 RHSB by incorporating the provision of Ordinance 15279 that created them. Voters
19 renewed the VHSL, effecting continuation of both boards.

20
21 The current VHSL will expire at the end of 2017. Unless the Council otherwise provides
22 for continuation of the VCOB and the RHSB, both boards will cease to exist upon
23 expiration of the VHSL.

24 25 **The State Requirement for a Veterans Advisory Board**

26 In addition to the current VHSL’s VCOB, which is required by the VHSL ballot measure
27 ordinance, RCW 73.08.035 requires counties in Washington to maintain a veterans advisory
28 board to oversee each county’s state-mandated veterans assistance program.² King County’s
29 required veterans assistance program is the King County Veterans Program (KCVP). Currently,
30 King County’s required veterans advisory board is the King County Veterans Advisory Board
31 (VAB).

32
33 King County’s VAB was created in its current form in 1991 by CPM 11-1 (PR), a public rule
34 acting upon the RCW 73.08 requirement to establish a county veterans advisory board.³ The
35 VAB’s duties under CPM 11-1 (PR) include reviewing the activities and plans of the KCVP,
36 acting in an advisory capacity on behalf of veterans organizations in King County, advising the
37 county government on matters concerning veterans in King County, and hearing and ruling
38 upon KCVP grievances brought before the VAB. The membership of the VAB is drawn from
39 representatives elected by various veterans service organizations throughout King County.
40 Since at least 1991, VAB membership has not been subject to Executive or Council nomination

² Dating back to the late 19th Century, Washington has required in various forms that counties maintain a program to assist indigent veterans. RCW 73.08 is the current embodiment of this requirement. RCW 73.08.010 requires each county to have a “veterans’ assistance program to address the needs of local indigent veterans and their families.” RCW 73.08.035 goes on to additionally require each county’s legislative authority to establish “a veterans’ advisory board.”

³ After the 1991 creation of the VAB in its current form by CPM 11-1 (PR), the state legislature adopted RCW 73.08.035 that requires each county’s legislative authority to create a veterans advisory board. Because no ordinance has yet been adopted to replace CPM 11-1 (PR), this plan proposes and provides for the establishment by ordinance of a new veterans advisory board to comply with this statutory requirement. The newly created veterans advisory board would be called the King County Veterans Program Advisory Committee, and its members would automatically sit as members on the Veterans Levy Advisory Board, also proposed in this plan.

1 or confirmation—veterans assemble at an annual meeting to elect members to any open
2 positions.

3
4 **VAB:** King County's Veterans Advisory Board is required to have 17 members. Under
5 the public rule currently controlling the VAB's composition, its members must be elected
6 officials (or otherwise certified representatives) from congressionally chartered veterans
7 service organizations (VSO). Each VSO may send up to three representatives to the
8 annual meeting at which the veterans who are present elect members to the VAB.

9
10 The current VHSL's VCOB has three Executive-appointed positions. Those Executive-appointed
11 positions must be drawn from the membership of the VAB.

12 13 14 **Governance Planning Process**

15 The King County Department of Community and Human Services (DCHS) staffs the
16 VHSL's two boards, the VCOB and the RHSB. DCHS also staffs the VAB, the state-
17 required veterans board. DCHS staff facilitated conversations and input sessions with
18 both VHSL boards and the VAB to discuss what a governance structure might look like if
19 voters approve the VSHSL.

20 21 **Current Board Input into VSHSL Governance**

22 The topic of possible VSHSL board structure was discussed at two separate joint
23 meetings of the VCOB and RHSB. Although neither board voted to make a formal
24 recommendation about possible VSHSL board structure, DCHS staff included input from
25 both boards in this plan. Key input from both VHSL boards included:

- 26
27 • **Boards should remain close to their current size.** Both boards recognized the
28 value of including diverse perspectives. Both boards also recognized the risk of
29 losing board cohesion if board membership were to grow too large. Members of
30 both boards ultimately concluded that any boards that might oversee the VSHSL
31 should remain close in size to the current 12-member board structures while also
32 recognizing that modest growth could be appropriate to increase membership
33 diversity.
- 34
35 • **Boards should retain their focus on resident oversight.** Elected or appointed
36 government officials are not eligible for membership on the VCOB or RHSB.
37 Members of both boards valued the ability to gather as group of King County
38 residents who would otherwise not typically have oversight over a county-
39 administered resource like the VHSL. Both boards felt that resident oversight is
40 an important component of community partnership in administering the VHSL
41 and should be carried forward into an oversight structure for the VSHSL.
- 42
43 • **Boards should have a general advisory capacity on matters affecting the**
44 **populations that the levy serves.** Members of both boards welcome the
45 opportunity to provide advice on matters that affect veterans and vulnerable
46 populations in King County. Both boards also emphasized the importance of
47 maintaining an advisory scope broader than just the levy—while maintaining a
48 focused oversight scope specific to the levy—to promote awareness of and

1 coordination with the larger community, set of issues, and service system in
2 which the levy exists.

- 3
- 4 • **Both boards expressed interest in promoting racial, ethnic, age, gender,**
5 **orientation, identity, geographic, economic and experiential diversity in the**
6 **composition of their boards.** Members of both boards recognized the
7 importance of maintaining boards that reflect the diversity of the communities
8 they serve. Both boards discussed the merits of various mechanisms by which
9 characteristics a board's mandatory structure might encourage or stifle diversity.

10

11 **Integrating Both Veterans Boards: VCOB and VAB Input**

12 DCHS staff facilitated conversations between both county veterans boards, the VCOB
13 and VAB. Discussion focused on whether DCHS staff should consider integration of the
14 VCOB and VAB and, if so, what characteristics an integrated board structure should
15 include. In July and August 2017, members of the VCOB and VAB held three
16 workgroups to specifically discuss the possibility of integrated board structures. Neither
17 board formed a quorum at these discussions, and neither board acted to officially take a
18 position based on these discussions. Members in attendance at the workgroup did agree
19 on the integrated board structure contained within this governance plan. Board members
20 who participated in these discussions included the Chair of the VAB, the Vice Chair of
21 the VCOB, two of the dually-seated members who sit on both the VAB and the VCOB,
22 as well as one additional member of each board. During these conversations, members
23 identified key characteristics of a possibly integrated veterans board:

- 24
- 25 • **An integrated veterans board should have a blend of Council-nominated,**
26 **Executive-nominated, and elected members.** Members of the VAB
27 emphasized that they value the independence enabled by the VAB's practice of
28 electing members who are directly accountable to the veterans community.
29 Members of the VCOB emphasized that they value their roles as Councilmember
30 and Executive appointees and felt that these nominations and appointments
31 ensured geographic representativeness as well as connection to both the Council
32 and Executive.
33
 - 34 • **An integrated board should allow for members who are veterans and**
35 **servicemembers, family of veterans and servicemembers, and non-**
36 **veterans with relevant expertise or experience.** Allowing a diverse mix of
37 veterans and non-veterans would continue the VCOB's current practice, which
38 board members felt was important. While state law limits membership of the
39 state-mandated VAB to veterans, workgroup members emphasized their
40 preference that an integrated veterans board structure should allow for
41 appropriate non-veteran members while still complying with the requirement of
42 RCW 73.08.
43
 - 44 • **An integrated board should have an advisory function for King County on**
45 **all matters affecting veterans.** Members agreed that bringing together the two
46 separate veterans boards offers an opportunity to strengthen the voice of
47 veterans in advising the County on matters affecting veterans and
48 servicemembers and their respective families. Board members emphasized that
49 the potential increase in veterans investments embodied by the proposed VSHSL

1 would elevate the importance of having integrated and coordinated resident
2 oversight of and advice on veterans resources in King County.
3

4 **The Veterans, Seniors and Human Services Levy Governance Plan**

5 In response to the requirements of Ordinance 18555—and incorporating the input of the
6 current VCOB, RHSB and VAB as described above—the VSHSL Governance Plan
7 envisions three resident boards to oversee the Veterans, Seniors and Human Services
8 Levy. Creation of the boards would be contingent upon voter approval of the VSHSL in
9 November 2017.

10
11 **The King County Veterans Levy Advisory Board (VLAB)** will oversee the one-
12 third of VSHSL proceeds dedicated to promote housing stability, healthy living,
13 financial stability, social engagement, and service system access and
14 improvement for veterans and military servicemembers and their respective
15 families. In conjunction with the Seniors Levy & Healthy Aging Advisory Board
16 (SLHAAB), the VLAB will also oversee the distribution of the portion of the
17 VSHSL’s proceeds restricted by subsections in section 4.B.2. of Ordinance
18 18555, which sets aside funds for capital facilities and regional health and human
19 services for seniors who are also veterans or military servicemembers and their
20 respective caregivers and families. After the conditions in either of the
21 subsections in section 4.B.2. of Ordinance 18555 have been satisfied, the VLAB
22 will not have any oversight responsibility regarding funds expended under section
23 4.B.2. of Ordinance 18555. The VLAB will also integrate the state-mandated
24 veterans advisory board, which will be called the King County Veterans Program
25 Advisory Committee (KCVAPAC). The VLAB will be empowered to advise King
26 County on matters and policies affecting veterans and military servicemembers
27 and their respective families in King County.
28

29 **The King County Seniors Levy & Healthy Aging Advisory Board (SLHAAB)**
30 will oversee the one-third of VSHSL proceeds dedicated to promote housing
31 stability, healthy living, financial stability, social engagement, and service system
32 access and improvement for seniors and their caregivers. The SLHAAB will also,
33 in conjunction with the VLAB, oversee the distribution of the portion of the
34 VSHSL’s proceeds restricted by the subsections in section 4.B.2. of Ordinance
35 18555, which sets aside funds for capital facilities and regional health and human
36 services for seniors who are also veterans or military servicemembers and their
37 respective caregivers and families. After the conditions in either of the
38 subsections in section 4.B.2. of Ordinance 18555 have been satisfied, the
39 SLHAAB will have sole oversight responsibility regarding funds expended under
40 section 4.B.2. of Ordinance 18555. The SLHAAB will also be empowered to
41 advise King County on matters and policies affecting seniors, their caregivers,
42 and healthy aging in King County.
43

44 **The King County Human Services Levy Advisory Board (HSLAB)** will
45 oversee the one-third of VSHSL proceeds dedicated to promote housing stability,
46 healthy living, financial stability, social engagement, and service system access
47 and improvement for vulnerable populations. The HSLAB will also be empowered
48 to advise King County on human services matters and policies affecting
49 vulnerable populations in King County.

1
2 **VSHSL Executive Committee:** The chair, vice-chair and one additional member from
3 each of the three boards would form the VSHSL Executive Committee. The VSHSL
4 Executive Committee would advise on matters affecting the VSHSL as a whole, oversee
5 the VSHSL's technical assistance and capacity building investments, and annually report
6 to the Executive and Council on the fiscal and performance management of the VSHSL.

7
8 The duties and composition of the VLAB, SLHAAB, HSLAB and the VSHSL Executive
9 Committee are detailed below.

10 **The King County Veterans Levy Advisory Board**

11 The Veterans Levy Advisory Board (VLAB) will integrate into one entity the functions of
12 VSHSL veterans oversight and the state-mandated veterans advisory board. This will be
13 accomplished by separately constituting the King County Veterans Program Advisory
14 Committee (KCV PAC) as a six-member board whose members are elected in a fashion
15 similar to the current VAB, and then having the members of the KCV PAC sit
16 automatically as members of the VLAB.
17

18
19 It is necessary to constitute the KCV PAC separately from VLAB because state law
20 requires the legislative body of each county to create an RCW 73.08-conforming
21 veterans advisory board. This governance plan seats the KCV PAC within the larger
22 VLAB so that non-veterans, such as current servicemembers, veterans' family members,
23 or veterans service providers—if they are nominated by the Council or appointed by the
24 Executive—are eligible to provide VSHSL oversight in coordination with the members of
25 the KCV PAC, who must be veterans under state law.
26

27 **VLAB Duties**

28 The Veterans Levy Advisory Board's duties shall be to:

- 29 • Advise the County on matters and policies affecting veterans and military
30 servicemembers and their respective families in King County.
- 31 • Oversee the distribution of the portion of the VSHSL's proceeds controlled by
32 section 4.B.1. of Ordinance 18555.
- 33 • In conjunction with the Seniors Levy & Healthy Aging Advisory Board
34 (SLHAAB), the VLAB will also oversee the distribution of the portion of the
35 VSHSL's proceeds restricted by subsections in section 4.B.2. of
36 Ordinance 18555, which sets aside funds for capital facilities and regional
37 health and human services for seniors who are also veterans or military
38 servicemembers and their respective caregivers and families. After the
39 conditions in either of the subsections in section 4.B.2. of Ordinance
40 18555 have been satisfied, the VLAB will not have any oversight
41 responsibility regarding funds expended under section 4.B.2. of Ordinance
42 18555. Include the King County Veterans Program Advisory Committee, which
43 will satisfy for King County the requirements of RCW 73.08.035.
44

45 **VLAB Composition and Terms**

46 The VLAB shall consist of 18 members to be nominated, appointed or elected on or after
47 January 15, 2018. No board member may serve more than two consecutive terms on the
48 VLAB. Elected officials are ineligible for board membership while they hold office. All
49 board members shall reside in King County. At least two-thirds of VLAB members must

1 be veterans. The board shall annually elect from its membership a chairperson and a
2 vice chairperson.
3

- 4 • Nine Councilmember Nominees: Each Councilmember shall nominate to the
5 VLAB a representative who resides in the Councilmember's district. Council-
6 nominated members shall be veterans, military servicemembers, immediate
7 family members of veterans or military servicemembers, or other community
8 members with relevant expertise or experience serving veterans and military
9 servicemembers and their respective families. Council-nominated members of
10 the board shall serve three-year terms.
11
- 12 • Three Executive Appointees: The Executive shall appoint three representatives
13 to the VLAB. Executive-appointed members shall be veterans, military
14 servicemembers, immediate family members of veterans or military
15 servicemembers, or other community members with relevant expertise or
16 experience serving veterans and military servicemembers and their respective
17 families. Executive appointees to the VLAB who are appointed in 2018 shall
18 serve one-year terms. Executive appointees to the VLAB who are appointed after
19 2018 shall serve three-year terms.
20
- 21 • Six Elected Members Making Up the KCVPA Advisory Committee: Six members of
22 the VLAB shall be the six members of the KCVPA. The members of the
23 KCVPA shall be elected by the veterans in attendance at a regular meeting of
24 the KCVPA for which the community is given notice about the election and the
25 board positions available to be filled by election. Elected members must be
26 veterans and members of a nationally recognized veterans service organization.
27 One-half of members elected to the KCVPA who are elected in the first
28 KCVPA election shall serve two-year terms. One-half of members elected to
29 KCVPA in the first KCVPA election shall serve three-year terms. Members
30 elected to the KCVPA after the first KCVPA election shall serve three-year
31 terms. Members of the KCVPA, who are elected, will not be subject to Council
32 confirmation (continuing the current VAB's practice). Members of the KCVPA
33 shall be subject to removal from the KCVPA if five other KCVPA members
34 vote to remove the member or upon council passage of an ordinance terminating
35 the member's term. The KCVPA shall annually elect from its membership a
36 chairperson and a vice chairperson.

37 The most recent chair of the current King County Veterans Advisory Board,
38 constituted under CPM 11-1 (PR), or the most recent chair's designee, shall in
39 2018 preside over the first election of the KCVPA. The chair of the KCVPA or
40 the chair's designee shall preside over subsequent elections of the KCVPA.
41
42

The King County Seniors Levy and Healthy Aging Advisory Board

44 King County does not have a board focused on matters affecting seniors, their
45 caregivers and healthy aging. King County does appoint members to the Advisory
46 Council for Aging and Disability Services, which advises Seattle-King County Aging and
47 Disability Services, a division of the Seattle Human Services Department. This
48

1 governance plan proposes the creation of the King County Seniors Levy and Healthy
2 Aging Advisory Board (SLHAAB).

3
4 **SLHAAB Duties**

5 The SLHAAB's duties shall be to:

- 6 • Advise the King County Executive and Council on matters and policies affecting
7 seniors, their caregivers and healthy aging in King County.
- 8 • Oversee the distribution of the portion of the VSHSL's proceeds controlled by
9 section 4.B.2. of Ordinance 18555.
- 10 • The SLHAAB will also, in conjunction with the VLAB, oversee the
11 distribution of the portion of the VSHSL's proceeds restricted by the
12 subsections in section 4.B.2. of Ordinance 18555, which sets aside funds
13 for capital facilities and regional health and human services for seniors
14 who are also veterans or military servicemembers and their respective
15 caregivers and families. After the conditions in either of the subsections in
16 section 4.B.2. of Ordinance 18555 have been satisfied, the SLHAAB will
17 have sole oversight responsibility regarding funds expended under section
18 4.B.2. of Ordinance 18555.

19
20 **SLHAAB Composition and Terms**

21 The SLHAAB shall consist of 15 total members to be nominated or appointed on or after
22 January 15, 2018. All board members shall reside in King County. Elected officials are
23 ineligible for board membership while they hold office. Board members must be seniors
24 (as defined in Ordinance 18555), caregivers for seniors or other community members
25 with relevant expertise or experience serving seniors or their caregivers. A majority of
26 board members must be 55-years old or older. No board member may serve more than
27 two consecutive terms. The board shall annually elect from its membership a
28 chairperson and a vice chairperson.

- 29
30 • Nine Councilmember Nominees: Each Councilmember shall nominate to the
31 SLHAAB a representative who resides in the Councilmember's district.
32 Councilmember nominations made in 2018 shall be for two-year terms.
33 Councilmember nominations made after 2018 shall be for three-year terms.
- 34
35 • Six Executive Appointees: The Executive shall appoint six representatives to the
36 SLHAAB. Executive-appointed members shall be appointed for three-year terms.
37 Two of the Executive's appointees shall be nominated by the Seattle-King
38 County Advisory Council for Aging and Disability Services or its successor entity.
39 One of the Executive's appointees shall be nominated by the City of Seattle. One
40 of the Executive's appointees shall be nominated by the Sound Cities
41 Association or its successor entity.

42
43 **Human Services Levy Advisory Board**

44 The Human Services Levy Advisory Board (HSLAB) shall substantially continue
45 the current VHSL's Regional Human Services Board and oversee VSHSL
46

1 investments in regional health and human services for vulnerable populations⁴ in
2 King County.

3
4 **HSLAB Duties**

5 The HSLAB's duties shall be to:

- 6 • Advise the County on human services matters and policies affecting
7 vulnerable populations in King County.
- 8 • Oversee the distribution of the portion of the VSHSL's proceeds
9 controlled by section 4.B.3. of Ordinance 18555.

10
11 **HSLAB Composition and Terms:**

12 The board shall consist of 15 members to be nominated or appointed on or after
13 January 15, 2018. No board member may serve more than two consecutive
14 terms. Board members must be members of a vulnerable population or other
15 community members with relevant expertise or experience serving vulnerable
16 populations. A potential board member's contribution to the HSLAB's
17 representativeness of a diverse set of vulnerable populations shall be considered
18 in selecting a potential board member for nomination or appointment to the
19 board. All board members shall reside in King County. Elected officials are
20 ineligible for board membership while they hold office. The board shall annually
21 elect from its membership a chairperson and a vice chairperson.

- 22
23 • Nine Councilmember Nominees: Each Councilmember shall nominate to
24 the HSLAB a representative who resides in the Councilmember's district.
25 Councilmember-nominated members shall be nominated to three-year
26 terms.
- 27
28 • Six Executive Appointees: The Executive shall appoint six representatives to the
29 HSLAB. One of the Executive's appointees shall be nominated by the City of
30 Seattle. One of the Executive's appointees shall be nominated by the Sound
31 Cities Association or its successor entity. Executive-appointed members
32 appointed in 2018 shall be appointed to two-year terms. Executive-appointed
33 members appointed after 2018 shall be appointed to three-year terms.

34
35 **The VSHSL Executive Committee**

⁴ Ordinance 18555 defines "vulnerable populations" for the purposes of the VSHSL as persons or communities that are susceptible to reduced health, housing, financial, or social stability outcomes because of current experience of or historical exposure to trauma, violence, poverty, isolation, bias, racism, stigma, discrimination, disability or chronic illness. Examples of vulnerable populations include, but are not limited to survivors of domestic violence; survivors of sexual assault; survivors of human trafficking, including labor trafficking and sex trafficking; survivors of commercial sexual exploitation; persons who identify as lesbian, gay, bisexual, transgender, queer or intersex; persons with a disability; family caregivers for persons with a disability; African Americans and other persons of color who have been disproportionately impacted by policies and practices resulting in housing instability or housing insecurity; immigrants and refugees; low-income residents of rural communities; persons living in poverty; persons at risk of or experiencing homelessness; youth involved in the child welfare system, including youth in the foster care system, and young adult alumni of the child welfare system; minors who have been separated from both parents and other relatives and are not being cared for by an adult who, by law or custom, is responsible for doing so; persons reentering society from criminal justice system involvement; and persons at risk of criminal justice system involvement due to disproportionate practices of enforcement, mental illness or substance use disorders.

1 The chairperson, vice chairperson and one additional member from the VLAB,
2 SLHAAB and HSLAB created in this plan shall comprise the VSHSL Executive
3 Committee. The Executive Committee shall meet at least four times per year.
4 The Executive Committee shall advise the County on matters of fiscal and
5 performance oversight that affect the VSHSL as a whole and shall oversee the
6 distribution of funds controlled by section 4.A. of Ordinance 18555.

7
8 Beginning in 2019, the Executive Committee shall by the first day of July of each
9 year report to the King County Executive, the King County Council and the
10 Regional Policy Committee or its successor committee on the state of the
11 VSHSL, the fiscal and performance management of the VSHSL, and on the
12 VSHSL's accomplishments from January through December of the preceding year.
13

14 **Timeline**

15 If the Council adopts by ordinance this VSHSL Governance Plan, the timeline below
16 describes the steps that the Executive shall take to transmit proposed ordinances that
17 would execute this VSHSL Governance Plan:

18 **Transmit the VSHSL Governance Ordinance**

19 Not later than sixty days after Council passage of the ordinance adopting the
20 VSHSL Governance Plan, the Executive shall transmit for Council consideration
21 and passage the proposed VSHSL Governance Ordinance. The proposed
22 Governance Ordinance will create the board or boards required by the VSHSL
23 Governance Plan and prescribe the composition and duties of the board or
24 boards consistent with the governance plan.
25

26 **Transmit the King County Veterans Program Advisory Committee Creation Ordinance**

27 Not later than sixty days after Council passage of the ordinance adopting the
28 VSHSL Governance Plan, the Executive shall transmit for Council consideration
29 and passage the proposed KCVP Advisory Committee Creation Ordinance. The
30 proposed ordinance will create the KCVP Advisory Committee to satisfy the
31 requirements of RCW 73.08.035 consistent with the VSHSL Governance Plan.
32
33

34 **Rescind CPM 11-1 (PR), the Public Rule Creating the Current VAB**

35 On the effective date of Council passage of an ordinance creating the KCVP
36 Advisory Committee Creation Ordinance, if Council passes such an ordinance,
37 the Executive will rescind or otherwise nullify the 1991 Public Rule that created
38 the current Veterans Advisory Board.
39

VETERANS, SENIORS AND HUMAN SERVICES LEVY GOVERNANCE PLAN



1
2
3
4
5

Department of Community and Human Services

1 **Overview**

2 King County Ordinance 18555 requires the Executive to develop and transmit a Veterans,
3 Seniors and Human Services Levy (VSHSL) Governance Plan. This VSHSL Governance Plan
4 incorporates input from the current Veterans Citizen Oversight Board, Regional Human Services
5 Board and Veterans Advisory Board. This plan envisions three resident boards and an
6 executive committee to oversee the VSHSL. Creation of the boards would be contingent upon
7 voter approval of the VSHSL in November 2017.

8 This plan also proposes integration of King County’s state-mandated veterans board with the
9 board that would be created to oversee the veterans portion of the VSHSL. Accomplishing
10 integration of the two veterans boards would require the Council to separately create the state-
11 required veterans board as proposed within this plan.

12

13

14 **Contents**

15

16	Overview.....	1
17	Executive Summary	2
18	Requirement for a VSHSL Governance Plan	5
19	Background.....	5
20	Governance Planning Process.....	7
21	The Veterans, Seniors and Human Services Levy Governance Plan.....	9
22	The King County Veterans Levy Advisory Board	10
23	The King County Seniors Levy and Healthy Aging Advisory Board.....	11
24	Human Services Levy Advisory Board.....	12
25	The VSHSL Executive Committee	13
26	Timeline	14

27

28

1 **Executive Summary**

2 Enacted on July 21, 2017, Ordinance 18555 presents King County voters with a ballot measure
3 for the Veterans, Seniors and Human Services Levy (VSHSL). Ordinance 18555 requires the
4 Executive to transmit a proposed plan for VSHSL governance.

5 In addition to requiring the transmittal of the VSHSL Governance Plan, Ordinance 18555
6 lists additional requirements of the VSHSL Governance Plan:

- 7 • The creation of the board or boards shall be contingent upon voter approval of
8 the VSHSL.
- 9 • The board or boards shall be charged to oversee the distribution of VSHSL
10 proceeds.
- 11 • The board or boards shall report annually to the Executive and Council on the
12 fiscal and performance management of the VSHSL.
- 13 • The plan may describe additional matters on which the board or boards are
14 empowered to provide advice to the Executive and Council.

15
16 This governance plan proposes the creation of three boards and an executive committee
17 to accomplish the requirements of Ordinance 18555. The plan also proposes integrating
18 the state-required veterans advisory board into the board that would oversee VSHSL
19 proceeds for veterans and servicemembers and their respective families.

20
21 The following table provides a high-level summary of the proposal.¹
22
23

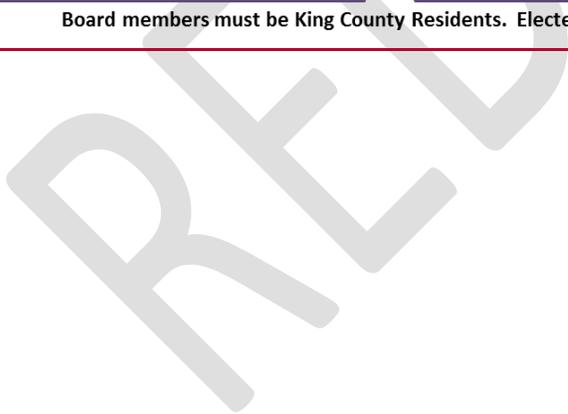
¹ Under this proposal, the Seniors Levy & Healthy Aging Advisory Board (SLHAAB) and the Veterans Levy Advisory Board (VLAB) will jointly oversee the distribution of the portion of the VSHSL's proceeds restricted by subsections in section 4.B.2. of Ordinance 18555, which sets aside funds for capital facilities and regional health and human services for seniors who are also veterans or military servicemembers and their respective caregivers and families. After the conditions in either of the subsections in section 4.B.2. of Ordinance 18555 have been satisfied, the VLAB will not have any oversight responsibility regarding funds expended under section 4.B.2. of Ordinance 18555.

VSHSL Governance Plan

VSHSL Executive Advisory Committee		
<p>Duties:</p> <ul style="list-style-type: none"> Advise on matters affecting entire levy Oversee the 1% for capacity building Annual Report to Executive, Council & RPC 	<p>Composition (9 Members Total, Drawn from Boards)</p> <ul style="list-style-type: none"> Chair, Vice Chair, and 1 additional member from each board 	
Veterans Levy Advisory Board	Seniors Levy & Healthy Aging Advisory Board	Human Services Levy Advisory Board
<p>Duties:</p> <ul style="list-style-type: none"> Advise County on matters & policies affecting veterans, servicemembers & their families Oversee the 1/3 VSHSL for veterans Include the membership of the RCW 73.08 KCVP Advisory Committee <p>Composition (18 Members Total)</p> <ul style="list-style-type: none"> 9 Council Nominees 3 Executive Appointees 	<p>Duties:</p> <ul style="list-style-type: none"> Advise County on matters & policies affecting seniors, caregivers & healthy aging Oversee the 1/3 VSHSL for seniors and, in conjunction with the VLAB, oversee funds for seniors who are also veterans <p>Composition (15 Members Total)</p> <ul style="list-style-type: none"> 9 Council Nominees 6 Executive Appointees <ul style="list-style-type: none"> x2 nominated by Area Agency on Aging Advisory Council x1 nominated by the City of Seattle x1 nominated by the Sound Cities Association 	<p>Duties:</p> <ul style="list-style-type: none"> Advise County on matters & policies affecting vulnerable populations Oversee the 1/3 VSHSL for vulnerable populations <p>Composition (15 Members Total)</p> <ul style="list-style-type: none"> 9 Council Nominees 6 Executive Appointees <ul style="list-style-type: none"> x1 nominated by the City of Seattle x1 nominated by the Sound Cities Association
King County Veterans Program Advisory Committee		
<ul style="list-style-type: none"> 6 Elected Members Consistent with RCW 73.08.035 		

Board members must be King County Residents. Elected Officials are ineligible for board membership while in office.

1



VSHSL Governance Plan

VSHSL Executive Advisory Committee	
<p>Duties:</p> <ul style="list-style-type: none"> Advise on matters affecting entire levy Oversee the 1% for capacity building Annual Report to Executive, Council & RPC 	<p>Composition (9 Members Total, Drawn from Boards)</p> <ul style="list-style-type: none"> Chair, Vice Chair, and 1 additional member from each board

Veterans Levy Advisory Board
<p>Duties:</p> <ul style="list-style-type: none"> Advise County on matters & policies affecting veterans, servicemembers & their families Oversee the 1/3 VSHSL for veterans Include the membership of the RCW 73.08 KCVP Advisory Committee <p>Composition (18 Members Total)</p> <ul style="list-style-type: none"> 9 Council Nominees 3 Executive Appointees <div style="background-color: #FFD700; padding: 2px; text-align: center; margin: 5px 0;"> <p>King County Veterans Program Advisory Committee</p> </div> <ul style="list-style-type: none"> 6 Elected Members Consistent with RCW 73.08.035

Seniors Levy & Healthy Aging Advisory Board
<p>Duties:</p> <ul style="list-style-type: none"> Advise County on matters & policies affecting seniors, caregivers & healthy aging Oversee the 1/3 VSHSL for seniors <p>Composition (15 Members Total)</p> <ul style="list-style-type: none"> 9 Council Nominees 6 Executive Appointees <ul style="list-style-type: none"> x2 nominated by Area Agency on Aging Advisory Council x1 nominated by the City of Seattle x1 nominated by the Sound Cities Association

Human Services Levy Advisory Board
<p>Duties:</p> <ul style="list-style-type: none"> Advise County on matters & policies affecting vulnerable populations Oversee the 1/3 VSHSL for vulnerable populations <p>Composition (15 Members Total)</p> <ul style="list-style-type: none"> 9 Council Nominees 6 Executive Appointees <ul style="list-style-type: none"> x1 nominated by the City of Seattle x1 nominated by the Sound Cities Association

Board members must be King County Residents. Elected Officials are ineligible for board membership while in office.

1
2

DRAFT

1 Requirement for a VSHSL Governance Plan

2 In July 2017, Ordinance 18555 placed a six-year Veterans, Seniors and Human Services
3 Levy (VSHSL) on the ballot for voter consideration in November 2017. If approved by
4 voters, proceeds from the VSHSL will be used to plan, provide, administer and evaluate
5 a wide range of regional health and human services and capital facilities for veterans
6 and military servicemembers and their respective families, seniors and their caregivers,
7 and vulnerable populations.
8

9 Section 6.A. of Ordinance 18555 requires the Executive to develop and transmit for
10 Council review and adoption by ordinance a governance plan for the VSHSL. The
11 VSHSL Governance Plan must provide for the creation, composition and duties of a
12 board or boards to provide oversight of the expenditure of VSHSL proceeds.
13

14 Section 6.B. of Ordinance 18555 mandates that the duties of the board or boards
15 proposed in the governance plan include overseeing the distribution of VSHSL proceeds
16 consistent with sections 4.A. and B. of Ordinance 18555 and reporting annually to the
17 Executive and Council on the fiscal and performance management of the VSHSL.

18 Section 6.B. additionally invites the Executive to propose additional matters on which the
19 board or boards may be empowered to advise the County.
20

21 Background

22 This governance plan proposes the creation of three VSHSL advisory boards. Each board
23 would oversee the distribution of VSHSL funds for one of the levy's priority populations:
24 veterans and military servicemembers and their respective families, seniors and their
25 caregivers, and vulnerable populations. In accordance with the provisions of section 4.B.2 of
26 Ordinance 18555, two of the boards would together oversee funds set aside for seniors who
27 are also veterans, their caregivers and families. While these boards would be new, the veterans
28 and vulnerable populations-focused boards represent substantial continuations of the current
29 VHSL's boards. This plan also contemplates integrating into one body King County's two
30 resident boards that deal with matters affecting veterans. The following subsections provide
31 background information about the two existing Veterans and Human Services Levy boards and
32 the state-mandated veterans advisory board.

33 Creation of the VHSL's Existing Boards

34 In 2005, Ordinance 15279 placed the 2006-2011 Veterans and Human Services Levy
35 (VHSL) on the ballot and provided for two citizen oversight boards to oversee and report
36 on expenditures of levy proceeds. Voters approved the VHSL, enabling the creation of
37 the Veterans Citizen Oversight Board (VCOB) and the Regional Human Services Board
38 (RHSB):
39

40 **VCOB:** The Veterans Citizen Oversight Board was created to oversee levy funds
41 for veterans and military servicemembers and their respective families. The
42 VCOB has 12 members:

- 43 ○ Nine members nominated by Councilmembers
- 44 ○ Three Executive appointees drawn from the membership of the Veterans
45 Advisory Board
- 46 ○ Members must be "residents of King County with a diverse, balanced
47 representation of private and public sectors, veterans, community
48 leaders, jurisdictions and human service representatives."

1
2 **RHSB:** The Regional Human Services Board was created to oversee funds that
3 serve a “wide range of low-income people in need of such services.” The RHSB
4 has 12 members:

- 5 ○ Nine members nominated by Councilmembers
- 6 ○ Three Executive appointees who are “poor or represent an organization
7 that is composed of the poor, such as Welfare Rights, Retired Senior
8 Citizens, Seattle Young People Project and others. These at-large
9 members shall also be from three geographic areas of King County
10 representing: south King County; east King County; and Seattle and north
11 King County.”
- 12 ○ Members must be “residents of King County with a diverse, balanced
13 representation of private and public sectors, veterans, community
14 leaders, jurisdictions and human service representatives.”
15

16 In 2011, Ordinance 17072 placed a renewal of the VHSL on the primary election ballot.
17 Ordinance 17072 contained a provision providing for continuation of the VCOB and
18 RHSB by incorporating the provision of Ordinance 15279 that created them. Voters
19 renewed the VHSL, effecting continuation of both boards.
20

21 The current VHSL will expire at the end of 2017. Unless the Council otherwise provides
22 for continuation of the VCOB and the RHSB, both boards will cease to exist upon
23 expiration of the VHSL.
24

25 **The State Requirement for a Veterans Advisory Board**

26 In addition to the current VHSL’s VCOB, which is required by the VHSL ballot measure
27 ordinance, RCW 73.08.035 requires counties in Washington to maintain a veterans advisory
28 board to oversee each county’s state-mandated veterans assistance program.² King County’s
29 required veterans assistance program is the King County Veterans Program (KCVP). Currently,
30 King County’s required veterans advisory board is the King County Veterans Advisory Board
31 (VAB).
32

33 King County’s VAB was created in its current form in 1991 by CPM 11-1 (PR), a public rule
34 acting upon the RCW 73.08 requirement to establish a county veterans advisory board.³ The
35 VAB’s duties under CPM 11-1 (PR) include reviewing the activities and plans of the KCVP,
36 acting in an advisory capacity on behalf of veterans organizations in King County, advising the
37 county government on matters concerning veterans in King County, and hearing and ruling
38 upon KCVP grievances brought before the VAB. The membership of the VAB is drawn from
39 representatives elected by various veterans service organizations throughout King County.
40 Since at least 1991, VAB membership has not been subject to Executive or Council nomination

² Dating back to the late 19th Century, Washington has required in various forms that counties maintain a program to assist indigent veterans. RCW 73.08 is the current embodiment of this requirement. RCW 73.08.010 requires each county to have a “veterans’ assistance program to address the needs of local indigent veterans and their families.” RCW 73.08.035 goes on to additionally require each county’s legislative authority to establish “a veterans’ advisory board.”

³ After the 1991 creation of the VAB in its current form by CPM 11-1 (PR), the state legislature adopted RCW 73.08.035 that requires each county’s legislative authority to create a veterans advisory board. Because no ordinance has yet been adopted to replace CPM 11-1 (PR), this plan proposes and provides for the establishment by ordinance of a new veterans advisory board to comply with this statutory requirement. The newly created veterans advisory board would be called the King County Veterans Program Advisory Committee, and its members would automatically sit as members on the Veterans Levy Advisory Board, also proposed in this plan.

1 or confirmation—veterans assemble at an annual meeting to elect members to any open
2 positions.

3
4 **VAB:** King County's Veterans Advisory Board is required to have 17 members. Under
5 the public rule currently controlling the VAB's composition, its members must be elected
6 officials (or otherwise certified representatives) from congressionally chartered veterans
7 service organizations (VSO). Each VSO may send up to three representatives to the
8 annual meeting at which the veterans who are present elect members to the VAB.

9
10 The current VHSL's VCOB has three Executive-appointed positions. Those Executive-appointed
11 positions must be drawn from the membership of the VAB.

12 13 14 **Governance Planning Process**

15 The King County Department of Community and Human Services (DCHS) staffs the
16 VHSL's two boards, the VCOB and the RHSB. DCHS also staffs the VAB, the state-
17 required veterans board. DCHS staff facilitated conversations and input sessions with
18 both VHSL boards and the VAB to discuss what a governance structure might look like if
19 voters approve the VSHSL.

20 21 **Current Board Input into VSHSL Governance**

22 The topic of possible VSHSL board structure was discussed at two separate joint
23 meetings of the VCOB and RHSB. Although neither board voted to make a formal
24 recommendation about possible VSHSL board structure, DCHS staff included input from
25 both boards in this plan. Key input from both VHSL boards included:

- 26
27 • **Boards should remain close to their current size.** Both boards recognized the
28 value of including diverse perspectives. Both boards also recognized the risk of
29 losing board cohesion if board membership were to grow too large. Members of
30 both boards ultimately concluded that any boards that might oversee the VSHSL
31 should remain close in size to the current 12-member board structures while also
32 recognizing that modest growth could be appropriate to increase membership
33 diversity.
- 34
35 • **Boards should retain their focus on resident oversight.** Elected or appointed
36 government officials are not eligible for membership on the VCOB or RHSB.
37 Members of both boards valued the ability to gather as group of King County
38 residents who would otherwise not typically have oversight over a county-
39 administered resource like the VHSL. Both boards felt that resident oversight is
40 an important component of community partnership in administering the VHSL
41 and should be carried forward into an oversight structure for the VSHSL.
- 42
43 • **Boards should have a general advisory capacity on matters affecting the**
44 **populations that the levy serves.** Members of both boards welcome the
45 opportunity to provide advice on matters that affect veterans and vulnerable
46 populations in King County. Both boards also emphasized the importance of
47 maintaining an advisory scope broader than just the levy—while maintaining a
48 focused oversight scope specific to the levy—to promote awareness of and

1 coordination with the larger community, set of issues, and service system in
2 which the levy exists.

- 3
4 • **Both boards expressed interest in promoting racial, ethnic, age, gender, orientation, identity, geographic, economic and experiential diversity in the composition of their boards.** Members of both boards recognized the
5 importance of maintaining boards that reflect the diversity of the communities
6 they serve. Both boards discussed the merits of various mechanisms by which
7 characteristics a board's mandatory structure might encourage or stifle diversity.
8
9

10 **Integrating Both Veterans Boards: VCOB and VAB Input**

11 DCCHS staff facilitated conversations between both county veterans boards, the VCOB
12 and VAB. Discussion focused on whether DCCHS staff should consider integration of the
13 VCOB and VAB and, if so, what characteristics an integrated board structure should
14 include. In July and August 2017, members of the VCOB and VAB held three
15 workgroups to specifically discuss the possibility of integrated board structures. Neither
16 board formed a quorum at these discussions, and neither board acted to officially take a
17 position based on these discussions. Members in attendance at the workgroup did agree
18 on the integrated board structure contained within this governance plan. Board members
19 who participated in these discussions included the Chair of the VAB, the Vice Chair of
20 the VCOB, two of the dually-seated members who sit on both the VAB and the VCOB,
21 as well as one additional member of each board. During these conversations, members
22 identified key characteristics of a possibly integrated veterans board:
23

- 24
25 • **An integrated veterans board should have a blend of Council-nominated, Executive-nominated, and elected members.** Members of the VAB
26 emphasized that they value the independence enabled by the VAB's practice of
27 electing members who are directly accountable to the veterans community.
28 Members of the VCOB emphasized that they value their roles as Councilmember
29 and Executive appointees and felt that these nominations and appointments
30 ensured geographic representativeness as well as connection to both the Council
31 and Executive.
32
33
- 34 • **An integrated board should allow for members who are veterans and servicemembers, family of veterans and servicemembers, and non-veterans with relevant expertise or experience.** Allowing a diverse mix of
35 veterans and non-veterans would continue the VCOB's current practice, which
36 board members felt was important. While state law limits membership of the
37 state-mandated VAB to veterans, workgroup members emphasized their
38 preference that an integrated veterans board structure should allow for
39 appropriate non-veteran members while still complying with the requirement of
40 RCW 73.08.
41
42
- 43
44 • **An integrated board should have an advisory function for King County on all matters affecting veterans.** Members agreed that bringing together the two
45 separate veterans boards offers an opportunity to strengthen the voice of
46 veterans in advising the County on matters affecting veterans and
47 servicemembers and their respective families. Board members emphasized that
48 the potential increase in veterans investments embodied by the proposed VSHSL
49

1 would elevate the importance of having integrated and coordinated resident
2 oversight of and advice on veterans resources in King County.
3

4 **The Veterans, Seniors and Human Services Levy Governance Plan**

5 In response to the requirements of Ordinance 18555—and incorporating the input of the
6 current VCOB, RHSB and VAB as described above—the VSHSL Governance Plan
7 envisions three resident boards to oversee the Veterans, Seniors and Human Services
8 Levy. Creation of the boards would be contingent upon voter approval of the VSHSL in
9 November 2017.

10
11 **The King County Veterans Levy Advisory Board (VLAB)** will oversee the one-
12 third of VSHSL proceeds dedicated to promote housing stability, healthy living,
13 financial stability, social engagement, and service system access and
14 improvement for veterans and military servicemembers and their respective
15 families. In conjunction with the Seniors Levy & Healthy Aging Advisory Board
16 (SLHAAB), the VLAB will also oversee the distribution of the portion of the
17 VSHSL's proceeds restricted by subsections in section 4.B.2. of Ordinance
18 18555, which sets aside funds for capital facilities and regional health and human
19 services for seniors who are also veterans or military servicemembers and their
20 respective caregivers and families. After the conditions in either of the
21 subsections in section 4.B.2. of Ordinance 18555 have been satisfied, the VLAB
22 will not have any oversight responsibility regarding funds expended under section
23 4.B.2. of Ordinance 18555. The VLAB will also integrate the state-mandated
24 veterans advisory board, which will be called the King County Veterans Program
25 Advisory Committee (KCVAPAC). The VLAB will be empowered to advise King
26 County on matters and policies affecting veterans and military servicemembers
27 and their respective families in King County.

28
29 **The King County Seniors Levy & Healthy Aging Advisory Board (SLHAAB)**
30 will oversee the one-third of VSHSL proceeds dedicated to promote housing
31 stability, healthy living, financial stability, social engagement, and service system
32 access and improvement for seniors and their caregivers. The SLHAAB will also,
33 in conjunction with the VLAB, oversee the distribution of the portion of the
34 VSHSL's proceeds restricted by the subsections in section 4.B.2. of Ordinance
35 18555, which sets aside funds for capital facilities and regional health and human
36 services for seniors who are also veterans or military servicemembers and their
37 respective caregivers and families. After the conditions in either of the
38 subsections in section 4.B.2. of Ordinance 18555 have been satisfied, the
39 SLHAAB will have sole oversight responsibility regarding funds expended under
40 section 4.B.2. of Ordinance 18555. The SLHAAB will also be empowered to
41 advise King County on matters and policies affecting seniors, their caregivers,
42 and healthy aging in King County.

43
44 **The King County Human Services Levy Advisory Board (HSLAB)** will
45 oversee the one-third of VSHSL proceeds dedicated to promote housing stability,
46 healthy living, financial stability, social engagement, and service system access
47 and improvement for vulnerable populations. The HSLAB will also be empowered
48 to advise King County on human services matters and policies affecting
49 vulnerable populations in King County.

1
2 **VSHSL Executive Committee:** The chair, vice-chair and one additional member from
3 each of the three boards would form the VSHSL Executive Committee. The VSHSL
4 Executive Committee would advise on matters affecting the VSHSL as a whole, oversee
5 the VSHSL's technical assistance and capacity building investments, and annually report
6 to the Executive and Council on the fiscal and performance management of the VSHSL.
7

8 The duties and composition of the VLAB, SLHAAB, HSLAB and the VSHSL Executive
9 Committee are detailed below.

The King County Veterans Levy Advisory Board

10
11 The Veterans Levy Advisory Board (VLAB) will integrate into one entity the functions of
12 VSHSL veterans oversight and the state-mandated veterans advisory board. This will be
13 accomplished by separately constituting the King County Veterans Program Advisory
14 Committee (KCV PAC) as a six-member board whose members are elected in a fashion
15 similar to the current VAB, and then having the members of the KCV PAC sit
16 automatically as members of the VLAB.
17

18
19 It is necessary to constitute the KCV PAC separately from VLAB because state law
20 requires the legislative body of each county to create an RCW 73.08-conforming
21 veterans advisory board. This governance plan seats the KCV PAC within the larger
22 VLAB so that non-veterans, such as current servicemembers, veterans' family members,
23 or veterans service providers—if they are nominated by the Council or appointed by the
24 Executive—are eligible to provide VSHSL oversight in coordination with the members of
25 the KCV PAC, who must be veterans under state law.
26

VLAB Duties

27 The Veterans Levy Advisory Board's duties shall be to:

- 28 • Advise the County on matters and policies affecting veterans and military
29 servicemembers and their respective families in King County.
- 30 • Oversee the distribution of the portion of the VSHSL's proceeds controlled by
31 section 4.B.1. of Ordinance 18555.
- 32 • In conjunction with the Seniors Levy & Healthy Aging Advisory Board
33 (SLHAAB), the VLAB will also oversee the distribution of the portion of the
34 VSHSL's proceeds restricted by subsections in section 4.B.2. of
35 Ordinance 18555, which sets aside funds for capital facilities and regional
36 health and human services for seniors who are also veterans or military
37 servicemembers and their respective caregivers and families. After the
38 conditions in either of the subsections in section 4.B.2. of Ordinance
39 18555 have been satisfied, the VLAB will not have any oversight
40 responsibility regarding funds expended under section 4.B.2. of Ordinance
41 18555.
- 42 • Include the King County Veterans Program Advisory Committee, which will
43 satisfy for King County the requirements of RCW 73.08.035.
44
45

VLAB Composition and Terms

46 The VLAB shall consist of 18 members to be nominated, appointed or elected on or after
47 January 15, 2018. No board member may serve more than two consecutive terms on the
48 VLAB. Elected officials are ineligible for board membership while they hold office. All
49 board members shall reside in King County. At least two-thirds of VLAB members must
50

1 be veterans. The board shall annually elect from its membership a chairperson and a
2 vice chairperson.
3

- 4 • Nine Councilmember Nominees: Each Councilmember shall nominate to the
5 VLAB a representative who resides in the Councilmember's district. Council-
6 nominated members shall be veterans, military servicemembers, immediate
7 family members of veterans or military servicemembers, or other community
8 members with relevant expertise or experience serving veterans and military
9 servicemembers and their respective families. Council-nominated members of
10 the board shall serve three-year terms.
11
- 12 • Three Executive Appointees: The Executive shall appoint three representatives
13 to the VLAB. Executive-appointed members shall be veterans, military
14 servicemembers, immediate family members of veterans or military
15 servicemembers, or other community members with relevant expertise or
16 experience serving veterans and military servicemembers and their respective
17 families. Executive appointees to the VLAB who are appointed in 2018 shall
18 serve one-year terms. Executive appointees to the VLAB who are appointed after
19 2018 shall serve three-year terms.
20
- 21 • Six Elected Members Making Up the KCVPA Advisory Committee: Six members of
22 the VLAB shall be the six members of the KCVPA. The members of the
23 KCVPA shall be elected by the veterans in attendance at a regular meeting of
24 the KCVPA for which the community is given notice about the election and the
25 board positions available to be filled by election. Elected members must be
26 veterans and members of a nationally recognized veterans service organization.
27 One-half of members elected to the KCVPA who are elected in the first
28 KCVPA election shall serve two-year terms. One-half of members elected to
29 KCVPA in the first KCVPA election shall serve three-year terms. Members
30 elected to the KCVPA after the first KCVPA election shall serve three-year
31 terms. Members of the KCVPA, who are elected, will not be subject to Council
32 confirmation (continuing the current VAB's practice). Members of the KCVPA
33 shall be subject to removal from the KCVPA if five other KCVPA members
34 vote to remove the member or upon council passage of an ordinance terminating
35 the member's term. The KCVPA shall annually elect from its membership a
36 chairperson and a vice chairperson.

37 The most recent chair of the current King County Veterans Advisory Board,
38 constituted under CPM 11-1 (PR), or the most recent chair's designee, shall in
39 2018 preside over the first election of the KCVPA. The chair of the KCVPA or
40 the chair's designee shall preside over subsequent elections of the KCVPA.
41
42

The King County Seniors Levy and Healthy Aging Advisory Board

44 King County does not have a board focused on matters affecting seniors, their
45 caregivers and healthy aging. King County does appoint members to the Advisory
46 Council for Aging and Disability Services, which advises Seattle-King County Aging and
47 Disability Services, a division of the Seattle Human Services Department. This
48

1 governance plan proposes the creation of the King County Seniors Levy and Healthy
2 Aging Advisory Board (SLHAAB).

3
4 **SLHAAB Duties**

5 The SLHAAB's duties shall be to:

- 6 • Advise the King County Executive and Council on matters and policies affecting
7 seniors, their caregivers and healthy aging in King County.
- 8 • Oversee the distribution of the portion of the VSHSL's proceeds controlled by
9 section 4.B.2. of Ordinance 18555.
- 10 • The SLHAAB will also, in conjunction with the VLAB, oversee the
11 distribution of the portion of the VSHSL's proceeds restricted by the
12 subsections in section 4.B.2. of Ordinance 18555, which sets aside funds
13 for capital facilities and regional health and human services for seniors
14 who are also veterans or military servicemembers and their respective
15 caregivers and families. After the conditions in either of the subsections in
16 section 4.B.2. of Ordinance 18555 have been satisfied, the SLHAAB will
17 have sole oversight responsibility regarding funds expended under section
18 4.B.2. of Ordinance 18555.

19
20 **SLHAAB Composition and Terms**

21 The SLHAAB shall consist of 15 total members to be nominated or appointed on or after
22 January 15, 2018. All board members shall reside in King County. Elected officials are
23 ineligible for board membership while they hold office. Board members must be seniors
24 (as defined in Ordinance 18555), caregivers for seniors or other community members
25 with relevant expertise or experience serving seniors or their caregivers. A majority of
26 board members must be 55-years old or older. No board member may serve more than
27 two consecutive terms. The board shall annually elect from its membership a
28 chairperson and a vice chairperson.

- 29
30 • Nine Councilmember Nominees: Each Councilmember shall nominate to the
31 SLHAAB a representative who resides in the Councilmember's district.
32 Councilmember nominations made in 2018 shall be for two-year terms.
33 Councilmember nominations made after 2018 shall be for three-year terms.
- 34
35 • Six Executive Appointees: The Executive shall appoint six representatives to the
36 SLHAAB. Executive-appointed members shall be appointed for three-year terms.
37 Two of the Executive's appointees shall be nominated by the Seattle-King
38 County Advisory Council for Aging and Disability Services or its successor entity.
39 One of the Executive's appointees shall be nominated by the City of Seattle. One
40 of the Executive's appointees shall be nominated by the Sound Cities
41 Association or its successor entity.

42
43 **Human Services Levy Advisory Board**

44
45 The Human Services Levy Advisory Board (HSLAB) shall substantially continue
46 the current VHSL's Regional Human Services Board and oversee VSHSL

1 investments in regional health and human services for vulnerable populations⁴ in
2 King County.

3
4 **HSLAB Duties**

5 The HSLAB's duties shall be to:

- 6 • Advise the County on human services matters and policies affecting
7 vulnerable populations in King County.
- 8 • Oversee the distribution of the portion of the VSHSL's proceeds
9 controlled by section 4.B.3. of Ordinance 18555.

10
11 **HSLAB Composition and Terms:**

12 The board shall consist of 15 members to be nominated or appointed on or after
13 January 15, 2018. No board member may serve more than two consecutive
14 terms. Board members must be members of a vulnerable population or other
15 community members with relevant expertise or experience serving vulnerable
16 populations. A potential board member's contribution to the HSLAB's
17 representativeness of a diverse set of vulnerable populations shall be considered
18 in selecting a potential board member for nomination or appointment to the
19 board. All board members shall reside in King County. Elected officials are
20 ineligible for board membership while they hold office. The board shall annually
21 elect from its membership a chairperson and a vice chairperson.

- 22
23 • Nine Councilmember Nominees: Each Councilmember shall nominate to
24 the HSLAB a representative who resides in the Councilmember's district.
25 Councilmember-nominated members shall be nominated to three-year
26 terms.
- 27
28 • Six Executive Appointees: The Executive shall appoint six representatives to the
29 HSLAB. One of the Executive's appointees shall be nominated by the City of
30 Seattle. One of the Executive's appointees shall be nominated by the Sound
31 Cities Association or its successor entity. Executive-appointed members
32 appointed in 2018 shall be appointed to two-year terms. Executive-appointed
33 members appointed after 2018 shall be appointed to three-year terms.

34
35 **The VSHSL Executive Committee**

⁴ Ordinance 18555 defines "vulnerable populations" for the purposes of the VSHSL as persons or communities that are susceptible to reduced health, housing, financial, or social stability outcomes because of current experience of or historical exposure to trauma, violence, poverty, isolation, bias, racism, stigma, discrimination, disability or chronic illness. Examples of vulnerable populations include, but are not limited to survivors of domestic violence; survivors of sexual assault; survivors of human trafficking, including labor trafficking and sex trafficking; survivors of commercial sexual exploitation; persons who identify as lesbian, gay, bisexual, transgender, queer or intersex; persons with a disability; family caregivers for persons with a disability; African Americans and other persons of color who have been disproportionately impacted by policies and practices resulting in housing instability or housing insecurity; immigrants and refugees; low-income residents of rural communities; persons living in poverty; persons at risk of or experiencing homelessness; youth involved in the child welfare system, including youth in the foster care system, and young adult alumni of the child welfare system; minors who have been separated from both parents and other relatives and are not being cared for by an adult who, by law or custom, is responsible for doing so; persons reentering society from criminal justice system involvement; and persons at risk of criminal justice system involvement due to disproportionate practices of enforcement, mental illness or substance use disorders.

1 The chairperson, vice chairperson and one additional member from the VLAB,
2 SLHAAB and HSLAB created in this plan shall comprise the VSHSL Executive
3 Committee. The Executive Committee shall meet at least four times per year.
4 The Executive Committee shall advise the County on matters of fiscal and
5 performance oversight that affect the VSHSL as a whole and shall oversee the
6 distribution of funds controlled by section 4.A. of Ordinance 18555.
7

8 Beginning in 2019, the Executive Committee shall by the first day of July of each
9 year report to the King County Executive, the King County Council and the
10 Regional Policy Committee or its successor committee on the state of the
11 VSHSL, the fiscal and performance management of the VSHSL, and on the
12 VSHSL's accomplishments from January through December of the preceding year.
13

14 **Timeline**

15 If the Council adopts by ordinance this VSHSL Governance Plan, the timeline below
16 describes the steps that the Executive shall take to transmit proposed ordinances that
17 would execute this VSHSL Governance Plan:
18

19 **Transmit the VSHSL Governance Ordinance**

20 Not later than sixty days after Council passage of the ordinance adopting the
21 VSHSL Governance Plan, the Executive shall transmit for Council consideration
22 and passage the proposed VSHSL Governance Ordinance. The proposed
23 Governance Ordinance will create the board or boards required by the VSHSL
24 Governance Plan and prescribe the composition and duties of the board or
25 boards consistent with the governance plan.
26

27 **Transmit the King County Veterans Program Advisory Committee Creation Ordinance**

28 Not later than sixty days after Council passage of the ordinance adopting the
29 VSHSL Governance Plan, the Executive shall transmit for Council consideration
30 and passage the proposed KCVP Advisory Committee Creation Ordinance. The
31 proposed ordinance will create the KCVP Advisory Committee to satisfy the
32 requirements of RCW 73.08.035 consistent with the VSHSL Governance Plan.
33
34

35 **Rescind CPM 11-1 (PR), the Public Rule Creating the Current VAB**

36 On the effective date of Council passage of an ordinance creating the KCVP
37 Advisory Committee Creation Ordinance, if Council passes such an ordinance,
38 the Executive will rescind or otherwise nullify the 1991 Public Rule that created
39 the current Veterans Advisory Board.