## STAFF REPORT

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| **Agenda Item:** | 16 | **Name:** | Erin Auzins |
| **Proposed No.:** | 2020-0328 | **Date:** | November 10, 2020 |

**SUBJECT**

Proposed Motion 2020-0328 would approve a schedule for service partnership agreements between the Department of Local Services and eight other County agencies.

**SUMMARY**

As part of the 2021-2022 biennial budget, the Executive transmitted a required schedule for adopting Service Partnership Agreements (SPAs) with other County agencies that provide local services in unincorporated King County. This schedule shows SPAs will be completed with eight Executive branch agencies before transmittal of the 2023-2024 budget, as required by the King County Code.

Although not shown in the schedule, the Department of Local Services expects to have SPAs signed with the King County Sheriff’s Office, District Court, Elections, and the Assessor by December 2021.

**BACKGROUND**

As part of the 2020 King County Comprehensive Plan update,[[1]](#footnote-1) the Council updated the responsibilities of the Department of Local Services (DLS) to establish service partnership agreements (SPAs) with each County agency[[2]](#footnote-2) that provides local services or provides regional services to unincorporated area residents and businesses. King County Code (K.C.C.) section 2.16.055.E. sets the requirements for the SPAs.

As stated in the Code, SPAs are required to:

* Inform budget development for programs, services or facilities in the unincorporated area;
* Be consistent with and implement the subarea plans, the community needs lists, the community service area work programs, and other county plans; and
* Use tools and resources developed by the Office of Equity and Social Justice by the partner agency to deliver the programs, services and facilities described in the service partnership agreements.

The Code requires that each SPA include:

* Roles and responsibilities for DLS and the partner agency;
* A general description of the programs, services or facilities provided by the partner agency for unincorporated area residents and businesses and, where applicable, in the subarea geographies;
* Goals for the partner agency, including the desired outcomes for provision of each program, service or facility; and service level goals for each program, service or facility;
* Performance metrics to monitor progress of implementing the outcomes and service level goals for each program, service or facility;
* Use of the community service area work programs in local service delivery by the partner agency; and
* The current adopted community needs lists and associated performance metrics for monitoring and reporting on the progress the county agencies have made on items on the lists that they are responsible for.

The Code also requires that a schedule for completing SPAs with County agencies be transmitted via motion as part of the Executive’s proposed 2021-2022 biennial budget, with all required agencies having SPAs in effect no later than transmittal of the Executive's proposed 2023-2024 biennial budget.

The SPAs are further required to be updated with each biennial budget and to be transmitted to the council as part of the supporting material for the Executive's proposed biennial budget. The updated SPAs are required to have all of the elements of the initial SPAs and are also required to include evaluation and reporting on the goals and performance metrics identified in the previous SPAs and in the community needs lists.

**ANALYSIS**

Proposed Motion 2020-0328 meets the requirements to transmit a schedule for development of SPAs for Executive branch agencies. Table 1 shows the schedule attached to the Proposed Motion, with additional information on which divisions are expected to be included

**Table 1. Service Partnership Agreement Adoption Schedule**

| **Executive Agency / Department** | **Month / Year Agreement Complete** |
| --- | --- |
| Department of Community & Human Services   * Behavioral Health and Recovery Division * Employment and Education Resources * Best Start for Kids Levy * Mental Illness and Drug Dependency Levy * Veterans, Seniors and Human Services Levy | October 2020 |
| Department of Executive Services   * Finance and Business Operations Division * Facilities Management Division – Real Estate Services * King County International Airport * Records and Licensing Section / Regional Animal Services * Office of Emergency Management | October 2020 |
| Metro Transit Department   * Mobility * Capital | October 2020 |
| Department of Natural Resources & Parks   * Parks Division * Solid Waste Division * Water and Land Resources Division * Wastewater Treatment Division | October 2020 |
| King County Information Technology   * Divisions not determined | December 2020 |
| Department of Adult & Juvenile Detention   * Divisions not determined | December 2020 |
| Department of Public Defense   * Divisions not determined | December 2020 |
| Seattle-King County Public Health   * Divisions not determined | Quarter 1 2022 |

Executive staff report that the SPAs with those agencies planned for completion in 2020 are on track. The SPA with Seattle-King County Public Health is planned for much later in the biennium in order to “allow for continued focus on the County’s COVID-19 response.”

Some agencies that provide local services, and that are part of the Partner Agency Cost Allocation that supports the DLS Director’s Office, are not shown on this schedule. This includes the King County Sheriff’s Office, District Court, Elections, and the Assessor. Executive staff state that agreements with these agencies is expected by December 2021.

**INVITED**

* Dwight Dively, Director, PSB
* John Taylor, Director DLS

**ATTACHMENTS**

1. Proposed Motion 2020-0328 (and its attachment)
2. Fiscal Note

1. Ordinance 19146 [↑](#footnote-ref-1)
2. The code is unclear on what agencies are required to have Agreements. One section states that only Executive branch agencies are required to have SPAs, while another states that County agencies are required to have an SPA, and a third time it states that required County agencies must have an SPA. [↑](#footnote-ref-2)