



# KING COUNTY

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Signature Report

November 23, 2015

### Motion 14472

Proposed No. 2015-0494.1

Sponsors McDermott and Lambert

1 A MOTION expressing the council's support for  
2 transferring the administration and management of the  
3 Seattle-King County homeless management information  
4 system from the city of Seattle to King County and  
5 directing the executive to develop and transmit a work plan  
6 for implementing this transfer.

7 WHEREAS, a homeless management information system ("HMIS") is a locally  
8 administered, electronic data collection system that stores information about people who  
9 use homeless services, and

10 WHEREAS, since 2007, the United States Department of Housing and Urban  
11 Development ("HUD") has required that jurisdictions operate, enter information into and  
12 prepare reports from a local HMIS as a condition of remaining eligible to receive federal  
13 homeless services funds, and

14 WHEREAS, HUD assigns responsibility for the HMIS to the locally designated  
15 continuum of care, and

16 WHEREAS the locally designated continuum of care for Seattle and King County  
17 is All Home, formerly known as the Committee to End Homelessness in King County  
18 ("CEH"), and

19 WHEREAS, the HMIS for the Seattle-King County continuum of care is jointly  
20 funded by King County, the city of Seattle and United Way of King County, and

21 WHEREAS, the HMIS for the Seattle-King County continuum of care is  
22 administered and managed by the Seattle human services department, and

23 WHEREAS, the HMIS for the Seattle-King County continuum of care uses  
24 database software that is provided and maintained by a vendor operating under a  
25 statewide contract with the Washington State Department of Commerce, and

26 WHEREAS, the 2009 federal homeless emergency assistance and rapid transition  
27 to housing ("HEARTH") act requires that local continuums of care develop coordinated  
28 entry systems to ensure that all people experiencing a housing crisis have fair and equal  
29 access and are quickly identified, assessed for, referred and connected to housing and  
30 assistance based on their strengths and needs, and

31 WHEREAS, the HEARTH act encourages but does not require local continuums  
32 of care to use their HMIS as part of their coordinated entry systems, and

33 WHEREAS, the Seattle-King County continuum of care developed coordinated  
34 entry systems for families and young adults that were operated separately from the  
35 HMIS, and

36 WHEREAS, in March 2015, in response to evaluations of these coordinated entry  
37 systems, and in preparation for developing a coordinated entry system for single adults,  
38 the CEH interagency council approved a plan for coordinated entry for all populations  
39 that would unite the coordinated entry systems and integrate them into the HMIS, and

40 WHEREAS, the development of coordinated entry for all populations and the  
41 integration of coordinated entry into the HMIS is being administered and managed by

42 CEH, which is now known as All Home, in its capacity as the Seattle-King County  
43 continuum of care, and

44 WHEREAS, in November 2015, the Washington State Department of Commerce  
45 announced that it had procured a new HMIS vendor and database software and that it  
46 would help local continuums of care transition their HMIS operations to the new software  
47 during the first two quarters of 2016, and

48 WHEREAS, alternative options for administration and management of the  
49 Seattle-King County HMIS have been evaluated in the past, most recently in response to  
50 Ordinance 17619, which directed the executive to work with the city of Seattle, United  
51 Way of King County and provider agencies to develop a plan to strengthen HMIS  
52 governance and operations and to study alternative options for the management of the  
53 HMIS, including but not limited to moving the administration and management of the  
54 HMIS to King County, and

55 WHEREAS, All Home, as the locally designated continuum of care, is  
56 responsible for both the HMIS and the development of coordinated entry for all  
57 populations and the integration of coordinated entry into the HMIS, and

58 WHEREAS, All Home is physically colocated with the King County department  
59 of community and human services, and

60 WHEREAS, transferring the administration and management of the HMIS from  
61 the city of Seattle to King County will provide for more efficient coordination between  
62 the HMIS and coordinated entry for all populations and will ensure that people  
63 experiencing a housing crisis are assisted as quickly and effectively as possible, and

64 WHEREAS, the transition to the new statewide HMIS software in 2016 will  
65 provide a timely opportunity in which to implement a transfer of the administration and  
66 management of the HMIS from the city of Seattle to King County, and

67 WHEREAS, the All Home coordinating board is expected to consider the  
68 potential for transferring the administration and management of the HMIS from the city  
69 of Seattle to King County at its December 2015 board meeting;

70 NOW, THEREFORE, BE IT MOVED by the Council of King County:

71 A. The King County council expresses its support for transferring the  
72 administration and management of the Seattle-King County HMIS from the city of  
73 Seattle to King County. Transferring the HMIS to King County will provide for more  
74 efficient coordination between the management of the HMIS and the development and  
75 management of coordinated entry for all populations and will ensure that people  
76 experiencing a housing crisis are assisted as quickly and effectively as possible.

77 B. The executive is requested to develop and transmit to the council a work plan  
78 and the necessary legislation for transferring the administration and management of the  
79 Seattle-King County HMIS from the city of Seattle to King County. The work plan  
80 should include but not be limited to:

- 81 1. Verification that the city of Seattle has consented to the transfer;
- 82 2. Verification that All Home has consented to the transfer;
- 83 3. Verification that United Way of King County has consented to the transfer;
- 84 4. Identification of the department and division within King County in which  
85 the HMIS will be located and an organizational chart with a list of existing and proposed  
86 staff positions or outside vendors that will manage, administer and operate the HMIS, as

87 well as any legislation needed to provide position authority or procurement authority for  
88 the administration and management of the HMIS;

89           5. A description of how the administration and management of the HMIS will  
90 be funded, identifying any legislation necessary to provide appropriation authority for the  
91 administration and management of the HMIS or to change the terms of the agreements  
92 that govern the HMIS funding structure;

93           6. A description of how the administration and management of the HMIS will  
94 be coordinated with King County information technology, as well as a benefit  
95 achievement plan for the HMIS as required by K.C.C. 2.16.025;

96           7. A description of how the administration and management of the HMIS will  
97 be coordinated with All Home, including a timeline that shows the transfer of the HMIS  
98 in relation to the development of coordinated entry for all populations;

99           8. A description of how the administration and management of the HMIS will  
100 be coordinated with the Washington State Department of Commerce and its HMIS  
101 vendor, including a timeline that shows the transfer of the HMIS in relation to the  
102 transition to the new HMIS software;

103           9. A description of how governance for the HMIS will be provided, including a  
104 description of any necessary changes to the charter of the steering committee that  
105 currently oversees HMIS operations; and

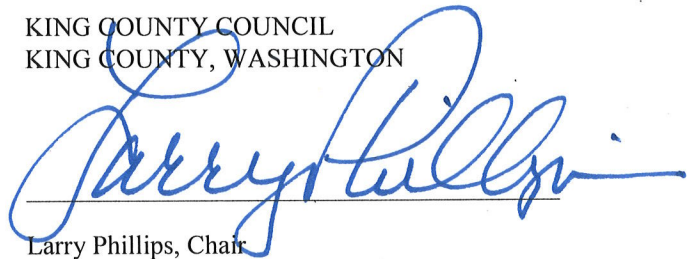
106           10. A description of the steps that will be taken during the transfer of the HMIS,  
107 the development and implementation of coordinated entry for all populations and the  
108 transition to the new HMIS software to communicate with, seek input from and minimize  
109 disruption to provider agencies and the people they serve.

110 C. The executive should transmit the work plan and necessary legislation to  
111 transfer the administration and management of the HMIS to King County by March 15,  
112 2016, in the form of a paper original and an electronic copy to the clerk of the council,  
113 who shall retain the original and provide an electronic copy to all councilmembers, the  
114 council chief of staff, the policy staff director and the lead staff for the health, housing  
115 and human services committee, or its successor.  
116

Motion 14472 was introduced on 11/16/2015 and passed by the Metropolitan King County Council on 11/23/2015, by the following vote:

Yes: 9 - Mr. Phillips, Mr. von Reichbauer, Mr. Gossett, Ms. Hague,  
Ms. Lambert, Mr. Dunn, Mr. McDermott, Mr. Dembowski and Mr.  
Upthegrove  
No: 0  
Excused: 0

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON



Larry Phillips, Chair

ATTEST:



Anne Noris, Clerk of the Council

Attachments: None