

# HUMAN SERVICES COMMISSION

---

The special meeting of the City of Loveland Human Services Commission was held at the Loveland Municipal Building in the City Managers Conference Room on  
June 27, 2013

---

## **PRESENT AT THE MEETING:**

**Commissioners:** Penn Street, Rebecca Paulson, April Lewis, Amy Olinger, Audra Montoya, Melody Bettenhausen, Lorna Greene, and Stan Taylor

**Staff Liaison:** Alison Hade

**Council Liaison:** Ralph Trenary

## **ABSENT FROM THE MEETING:**

**Commissioners:** Alouette Greenidge, Ally Miller and Tim Hitchcock

*These minutes are a general summary of the meeting.*

## **CALL TO ORDER**

Chair Street called the meeting to order at 6:02 pm.

## **APPROVAL OF THE PREVIOUS MEETING MINUTES**

Commissioner Lewis made a motion to approve the May 8<sup>th</sup> meeting minutes which Commissioner Greene seconded and passed unanimously.

## **PUBLIC COMMENTS**

Commissioner Greene asked about a document submitted to the City Manager for \$75,000. Staff Liaison stated it was actually \$50,000 and according to the process it goes to finance and then eventually to the City Council for budget approval. Commissioner Greene asked if the document was signed by Chair Street. Staff and Councilor Trenary stated that is not the process. Chair Street stated that the handbook says that any documentation coming from the Human Service Commission has to be signed by the Chair. Staff will check with the City Clerk's office and Legal to find out if the Chair should sign financial/budget types of documents. Councilor Trenary stated that there may still be a possibility to get \$75,000 approved.

Chair Street also informed the commission that Commissioners Greene, Olinger, and Taylor will be recommended for re-appointment at the July 2<sup>nd</sup> City Council meeting and Alex McKenna will be recommended for appointed as the new youth commissioner and Marcy Yoder as the alternate.

## **CITY COUNCIL LIAISON UPDATE**

Councilor Trenary thanked everyone that reapplied and for the dedication of the commissioners. Regarding the resolution, he has tried to contact the former mayor, but has not been able to connect with her. Councilor Trenary, stated he will continue to try to contact her about what the situation was to have the resolution enforced.

## **COMMUNITY PARTNERSHIP OFFICE UPDATE**

Staff Liaison Hade handed out a letter from Women's Resource Center and KidsPaks biannual report. She also reported that Lynda Nielsen is no longer with Alternatives to Violence, so they will be hiring a new Executive Director. The Safehouse is still being pursued.

## **REVIEW OF TERM DATES, COMMISSION HANDBOOK AND ROBERT'S RULES**

Staff handed out the current HSC roster. Commissioner Paulson asked about the handbook stating it

is the Chair's responsibility to contact the commissioners that are up for reapplication 90 days before they need to reapply. Staff will ask about that from the City Manager's Office.

After discussion regarding Robert's Rules, it was motioned by Commissioner Greene to table further discussion until after everyone has had a chance to read them, seconded by Vice Chair Paulson and passing unanimously.

### **RESOLUTION #R93-96**

Commissioner Greene wants staff to find out why the HSC has a resolution when there is an ordinance that describes what the HSC does, her feeling would be to do away with it. Commissioner Taylor thinks the resolution is being overly evaluated. He stated that the resolution says that requests come to the HSC during the grant process and the HSC should only provide factual information for other requests from the City Council. He commented, "What does the City Council want from the HSC?"

Councilor Trenary stated that if a request for financial aid comes from an agency to City Council any councilor could ask for the HSC's opinion of the nonprofit agency. It's important that the continuity of the grant process remains intact and that it's not invalidated by the change.

Commissioner Montoya stated that she doesn't think that the council is looking for factual information, because they could just go to the Community Partnership Office and get it.

Commissioner Olinger stated that she thinks there would be some circumstances that it would be appropriate to give an opinion.

Commissioner Greene stated that she feels an "in-between place" would be to add a statement to the responsibilities to the HSC, "requests other than direct services should be made available to the HSC and the HSC may give input if they so choose to." The HSC would like to be able to ask the agency to give a presentation.

Vice Chair Paulson asked about the reasoning for council to ask for opinion for the Sunrise project. Staff stated that the request went to the City Manager and he contacted the CPO, but there was no knowledge of what the reason was, if it was because a councilor knew that they received funding from the HSC or if it was purely because they are a 501c3.

Commissioner Lewis stated that information the HSC gathers ie: Site Visit Reports, for council to ask the HSC to make a recommendation or the HSC to withhold a recommendation would be equal to the HSC's subjective opinion.

Commissioner Bettenhausen made a motion to recommend to the City Council to "abolish" Resolution R93-96. No second. Motion fell.

Commissioner Olinger stated that she's concerned that by asking the City Council to remove the resolution it will cause a disconnect with the City Council if we appear to not want to participate.

Commissioner Taylor made a motion to send a letter to City Council that this is outside of the HSC's scope and the HSC will not give opinions on Bricks and Mortar projects. Later changed to a motion to ask City Council what their expectations are regarding the HSC. After discussion the motion fell.

After discussion on how to change the wording of the resolution, staff will meet with the City Attorney's office to check if they have an issue with changing the word "shall" to "may" or add "direct services" in front of funding.

Chair Street stated that there are two issues here: one is to abolish or change the resolution and the other to make sure City Council knows that the HSC still wants to work with them.

Commissioner Greene made a motion to table the resolution discussion until July. Vice Chair Paulson seconded and the motion passed with 7 ayes and 1 nay.

Councilor Trenary will ask the other councilors their opinion of the resolution.

Staff will meet with the City Manager and City Attorney's offices to see if an ordinance cancels out a resolution and if not, what can be done to amend or remove it.

City Manager Cahill will be at the HSC meeting in September.

**HOUSE OF NEIGHBORLY SERVICE – COMMUNITY LIFE CENTER TO CITY COUNCIL**

Councilor Trenary stated that another councilor asked for HSC’s reaction to HNS’s economic development request from the City Council.

Commissioner Greene made a motion to have the Community Partnership Office make available, in a letter, statistical and historical information on HNS to assist them in their decision. Commissioner Lewis seconded and passed with 6 ayes and 2 abstentions.

Commissioner Taylor made a motion to ask City Council for specific information as to what they want from the HSC in regards to the HNS request. No second. Motion fell.

Staff handed out the letter for approval from the HSC (attached). Chair Street will sign the letter.

**REVIEW AGENCY SURVEY RESULTS & DISCUSSION ON PROPOSED CHANGES TO THE GRANT GUIDE**

Commissioner Greene made the motion to table these two items, Commissioner Taylor seconded the motion and it passed unanimously.

**NEW BUSINESS**

None

**ADJOURNMENT**

Chair Street adjourned the meeting at 7:45pm

Respectfully Submitted,  
Beverly Walker