

# **HUMAN SERVICES COMMISSION**

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The regular meeting of the City of Loveland Human Services Commission was held at the Loveland Municipal Building in the City Council Chambers on  
September 4, 2014

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## **PRESENT AT THE MEETING:**

Commissioners: Tim Hitchcock, Lorna Greene, Sonnette Greenidge, Jo Anne Warner, Stan Taylor  
Alternate Commissioners: Marcy Yoder, Rebecca Paulson,  
City Council Liaison: Phil Farley  
Staff Liaison: Alison Hade

## **ABSENT FROM THE MEETING:**

Commissioners: Amy Olinger, April Lewis, Audra Montoya, Melody Glinsman

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

## **CALL TO ORDER**

Chair Hitchcock calls the meeting to order at 6:00pm MST

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

Discussion of the election process from the previous meeting because the motion included both the Chair and Co-Chair appointment. Staff Hade confirmed with the City of Loveland Legal Department that the election results are valid due to the vote count.

Commissioner Greenidge motioned to approve the minutes of the August 7, 2014 meeting, Commissioner Warner seconded. 3 aye, 2 abstain, motion passes

## **PUBLIC COMMENTS**

Commission Chair McCrory, and Commissioner Angelovic from the Affordable Housing Commission attended the meeting to introduce themselves and express a desire to meet with Chair Hitchcock and Co-Chair Olinger of the Human Service Commission.

## **COUNCIL UPDATE**

Councilor Farley provided updates on the following items :

- Downtown organization
- Youth Advisory Commission- they might have members interested in applying for HSC youth positions

## **Community Partnership Office Update:**

- Loveland Homeless Connect event will be Oct. 24, 2014 at Truscott Elementary school. Volunteers needed
- Coat Drive
- MLK Jr. committee meeting with City of Loveland
- Grandfamilies program is having an event with Youth Advisory Commission on Oct. 11<sup>th</sup>.
- Bente James (former Assistant Director for House of Neighborly Service) is now the Executive Director for Foundation on Aging.
- Provided a three year comparison of HSG recipients.

## **SITE VISITS 2014**

Site visit assignments were passed out. Site visits should be completed by the end of November. Commissioner Paulson does not have availability to conduct any site visits this year.

## **EXPLANATION OF MEETING MINUTES STRUCTURE**

Staff Callies explained unless we did a transcript of the meeting our meeting minutes will only contain action items to be fair to opposing opinions during discussion.

Commissioner Greene made a motion to ask about recording the meetings and preserving the recordings for a year. Commissioner Greenidge seconded. 2 ayes, 3 nays. Motion fails

### **PROPOSED CHANGES TO GRANT GUIDE – CONTINUED FROM PREVIOUS MEETING**

**Action:** Commissioner Greene made a motion to leave question 5 alone. Commissioner Warner seconded the motion. Passed unanimously

**Action:** Commissioner Greene made a motion to reword question 6 to “What are the agency’s objectives for this program for the grant year for which you are applying” and to include the SMART acronym for the example . Commissioner Taylor seconded the motion. Passed unanimously.

**Action:** Commissioner Greene made a motion to add an example to question 7 “ABC Tutoring will use pre & post tests to determine reading level progress. Commissioner Warner seconded the motion. Passed unanimously.

**Action:** Commissioner Taylor made a motion that each commissioner individually work on question 8 to bring a suggestion on changes to the October meeting. Commissioner Greene seconded the motion. Passed unanimously. Commissioner Warner moved to amend the motion to include that all Commissioners submit their suggestions to the CPO one week prior to the meeting. Commissioner Greene seconded. Passed unanimously.

**Action:** Chair Hitchcock made a motion to delete question 12. Commissioner Greene seconded. Vote: 4 aye, 1 abstain. Motion passed.

**Action:** Commissioner Warner made a motion to change question 14 to “List agencies that this program coordinates with to provide services to Loveland Residents. Specifically how the coordination takes place for each agency listed.” Commissioner Greene seconded the motion. Passed unanimously.

**Action:** Commissioner Greene made a motion to remove (#persons, #hours, type of services) from the scoring section of question 16 in the grant guide. Commissioner Taylor seconded. Vote: 4 aye, 1 abstain. Motion passed.

**Action:** Chair Hitchcock made a motion to leave questions 18-20 alone, but remove the statement “This question will not be scored”. Commissioner Greene seconded. Vote: 4 aye, 1 abstain. Motion passed.

**Action:** Commissioner Greene made a motion leave question 23 as it is. Chair Hitchcock seconded. Vote: 2 aye, 3 abstain. Motion passed.

### **NEW BUSINESS:**

Commissioners were given updated copies of the Commission Handbook, Roberts Rules of Order Summary, and Commission Code of Conduct. October meeting will contain a review of this information.

### **ADJOURNMENT**

Chair Hitchcock adjourned the meeting at 8:00 pm.

Respectfully Submitted,  
Deb Callies