

# HUMAN SERVICES COMMISSION

---

The regular meeting of the City of Loveland Human Services Commission was held at the Loveland Municipal Building in the City Council Chambers on  
March 5<sup>th</sup>, 2015

---

## **PRESENT AT THE MEETING:**

Commissioners: Tim Hitchcock, Stan Taylor, Amy Olinger, Jo Anne Warner, Marcy Yoder, Melody Glinsman, Sonnette Greenidge

City Council Liaison: Phil Farley

Staff Liaison: Alison Hade

## **ABSENT FROM THE MEETING:**

Commissioners: April Lewis, Audra Montoya

Staff: Deb Callies

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

## **CALL TO ORDER**

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

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

Commissioner Yoder motioned to approve the minutes of the February 5, 2015 meeting. Commissioner Greenidge seconded. Vote: 6 ayes. Motion passed.

## **PUBLIC COMMENTS**

Elizabeth Harless from Meals on Wheels asked the HSC for consideration in light of her having submitted her Human Service Grant late. She thought the due date was Friday, February 27<sup>th</sup>. Commissioner Warner asked what happens when funds are returned by a agency. Staff Hade said that last year funding was returned and put back in the allocation amount to be redistributed.

## **COUNCIL UPDATE**

Councilor Farley provided updates on the following items:

- Thank you to the Human Service Commission for all of the hard work they do during the grant season.
- City Council approved more than \$1 million in fee waivers for the Loveland Housing Authority The Edge project.
- Esh's Market requested an incentive. This request will go back to City Council.
- Sprouts received \$2.2 million in fee waivers/incentives.
- The South Catalyst Project will include moving the county court house, housing and a major employer. It will also likely include housing, parking, retail and commercial.
- City Council heard from City Staff specific projects that relate to the Urban Land Institute flood recovery report.
- Boise Avenue will be extended to 37<sup>th</sup> Street.
- Teen Court is now in process. Records for teens will be sealed.
- Art Space will start moving people into housing in May.
- City Council will discuss repealing the sales tax on food.

## **Community Partnership Office Update:**

- The Consolidated Plan resident survey was distributed to all commissioners and Councilor Farley.

- HNS has been using outside help with reporting and determining number of people served. A staff member discovered that the numbers that were provided were not unduplicated, which means reporting has been incorrect. Going forward, this has been fixed. The CPO will report to City Council.
- Councilor Warner asked if agencies complete audits. Discussion followed about financial audits and CPO monitoring. Commissioner Yoder would like to discuss intent, proposal, and process after allocations have been submitted to City Council.

## **SCORE SHEETS**

Commissioner Yoder would like an excel score sheet that will show a comparison of all agency scores with weighted scoring. The CPO will see if this is possible without a great amount of work.

## **PRESENTATION SCHEDULE**

If the schedule should change, Commissioners would like to eliminate a day session.

An email about dietary restrictions will be sent soon.

## **QUESTIONS FROM COMMISSIONERS**

None

## **NEW BUSINESS:**

- Commissioner Greenidge will remain on the Commission but will not participate in scoring agencies. She will not be able to be present for agency presentations.
- Commissioner Warner would like to send cards to the group that provided warm clothing for the homeless. The clothing was hung around town with a note.
- Chair Hitchcock opened a discussion about the Meals on Wheels proposal and the policy of late applications.
  - Commissioner Warner motions to not allow any late applications. The motion was not seconded and failed.
  - Commissioner Olinger asked if the presentation could be seen as independent of the other steps outlined in the Grant Guide. Could an agency make a presentation if a proposal was not submitted?
  - Commissioner Taylor motioned to keep the policy of late applications this year and revisit the policy after the grant cycle. Commissioner Warner seconded the motion. Vote: 3 ayes, 4 nays. Motion failed.
  - Commissioner Hitchcock motioned to change the policy to a 25% loss in scoring every 24 hours. The motion was not seconded and failed.
  - The CPO will schedule a Special Meeting to discuss this further.

## **ADJOURNMENT**

Chair Hitchcock adjourned the meeting at 8:12 pm.

Respectfully Submitted,  
Alison Hade