



AGENDA

Human Services Commission Meeting

6:00 PM - Thursday, January 2, 2020

City Manager's Conference Room, 500 E. 3rd Street

Page

1. CALL TO ORDER
2. PUBLIC COMMENT
3. PRESENTATIONS
 - 3.1. **interSector Partners, L3C:** Discuss community survey results.
Discusses and potential vote on grant timeline and processes.
4. ADOPTION OF MINUTES
 - 4.1. DECEMBER 5, 2019 3 - 5
[12.05.2019](#)
 - 4.2. DECEMBER 16, 2019 SPECIAL MEETING 6
[12.16.2019 Special Meeting](#)
5. REGULAR AGENDA
 - 5.1. **Boards and Commission Attendance Policy:** Discussion
 - 5.2. **City of Loveland surveys:** Discussion
6. REPORTS
 - 6.1. Council Update
 - 6.2. Community Partnership Office Update

Homeless Strategic Plan

Agency Required Policy Update
 - 6.3. Commissioners
7. NEW BUSINESS
8. ADJOURN

Notice of Non-Discrimination

It is the policy of the City of Loveland to provide equal services, programs and activities without regard to race, color, national origin, creed, religion, sex, sexual orientation, disability, or age and without regard to the exercise of rights guaranteed by state or federal law. It is the policy of the City of Loveland to provide language access services at no charge to populations of persons with limited English proficiency (LEP) and persons with a disability who are served by the City.

For more information on non-discrimination or for translation assistance, please contact the City's Title VI Coordinator at TitleSix@cityofloveland.org or 970-962-2372. The City will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act (ADA). For more information on ADA or accommodations, please contact the City's ADA Coordinator at ADACoordinator@cityofloveland.org or 970-962-3319 .

Notificación en contra de la discriminación

La política de la Ciudad de Loveland es proveer servicios, programas y actividades iguales sin importar la raza, color, origen nacional, credo, religión, sexo, orientación sexual, discapacidad, o edad y sin importar el uso de los derechos garantizados por la ley estatal o federal. La política de la Ciudad de Loveland es proveer servicios gratis de acceso de lenguaje a la población de personas con dominio limitado del inglés (LEP, por sus iniciales en inglés) y a las personas con discapacidades quienes reciben servicios de la ciudad.

Si desea recibir más información en contra de la discriminación o si desea ayuda de traducción, por favor comuníquese con el Coordinador del Título VI de la Ciudad en TitleSix@cityofloveland.org o al 970-962-2372 . La Ciudad hará acomodaciones razonables para los ciudadanos de acuerdo con la Ley de Americanos con Discapacidades (ADA, por sus iniciales en inglés). Si desea más información acerca de la ADA o acerca de las acomodaciones, por favor comuníquese con el Coordinador de ADA de la Ciudad en ADACoordinator@cityofloveland.org o al 970-962-3319 .

Title VI and ADA Grievance Policy and Procedures can be located on the City of Loveland website at: cityofloveland.org

Password to the public wireless network (colquest) is accesswifi

HUMAN SERVICES COMMISSION

The Special Meeting of the City of Loveland Human Services Commission was held at the Loveland Municipal Building in the City Manager's Conference Room on
December 5, 2019

PRESENT AT THE MEETING:

Commissioners: Carolyn Benson, Nicole Pasco, Rebecca Thorp, Fred Garcia, Tim Hitchcock, Jody Shadduck-McNally, Sara Lipowitz
Staff Members: Alison Hade, Brandy Benson

ABSENT FROM THE MEETING:

Commissioners: April Lewis
City Council: no appointed liaison

These minutes are a general summary of the meeting.

CALL TO ORDER:

Chair Thorp called the meeting to order at 6:00 pm MT.

APPROVAL OF MEETING MINUTES:

Commissioner Garcia motioned to approved meeting minutes from November 7, 2019. Commissioner Hitchcock seconded. All ayes, motion passed.

INTERSECTOR PARTNERS:

ISP and the Commission focused on how and what the commission may fund in the future.

1. Eliminate presentations for this year

2. Process

- a. HSC to score proposals individually (blind scoring)
- b. HSC to meet and discuss proposals on 3/30 and 4/6 (eliminate blind allocations by having an open discussion about aggregate scores, perspectives and opinions)
 - i. Generate questions and send to agencies to respond by email
- c. HOLD 4/9 and 4/16 for any necessary in-person presentations (new agencies/programs or those with significant changes)
- d. HSC reconvene to make HSG recommendations on 4/29 and/or 5/4 (if needed)
- e. Commissioner Shadduck-McNally motioned. Commissioner Pasco seconded. All Ayes, motion passes.

3. Financials

- a. Fred and Alison to create budget cheat sheet to provide a snapshot of financial information to the HSC
- b. Utilizing input from an agency conversation Alison had, Fred and Alison will revise the requirements for financials and budgets to be submitted by agencies with an eye toward streamlining and simplifying (this does not need approval by HSC given the short turnaround)
- c. Commissioner Shadduck-McNally motioned that we allow Alison and Fred to develop a simple snapshot highlighting financial health and recommendations for each organization that applies. Commissioner Pasco seconded. All ayes, motion passes.

4. Application changes (NOTE, we did not include those items that the commissioners decided to keep as-is)

- a. Questions #4 (HSG goals) and #5 (community need) will be combined, leading with #5 as the basis of the new question.
 - i. Proposed new language (*changes in italics*): What need will this program fulfill for the citizens of Loveland? The need statement presents facts and evidence to support the need for the program you are proposing *within the Human Services Grant Program Goals*. It also establishes your organization as being capable of addressing the need. When identifying the problem and writing the need statement, you must show how the services you provide address the need(s) and fulfill all or some of the attributes found in the Human Services Grant program goal *including: financially supporting services that value diversity, foster self-reliance, treat people with dignity, build self-respect, address issues of safety, and allow people to live free of fear through the provision of food, shelter, physical and mental health care, as well as services that prevent crisis and assist in sustaining independent living.*
- b. Question #6 (objectives): Add Inclusive and Equitable to make goals SMARTIE.
 - i. Proposed new language: "...Your answer should be Specific, Measurable, Attainable, Relevant, Time-limited, *Inclusive or Equitable.*" *OBJECTIVE 4: ABC Tutoring will engage the people we serve in leadership roles where they make take part in making decisions about the programs we provide.*"
 - ii. Note: There was discussion about there being too many examples of good and poor objective and that some could be removed. After further review/reflection today, interSector feels the examples are valuable and with the addition of an inclusion/equity example (above) will provide complete guidance for this question.
- c. Question #7 (Goals)
 - i. Keep this question
 - ii. Is this actually asking about agency goals or agency objectives? Change the question to more accurately reflect what we hope to learn from agencies.
 - iii. Commissioners Hitchcock motioned to combine questions #4 and #5, revised questions #6 and keep questions #7, #14, #15 and #16. Commissioner Pasco seconded. All ayes, motion passes.

5. Planning for category changes in 2021

- a. Hold convenings of agencies by category/subject area AFTER the 2020 grantmaking process, the agency survey (currently underway) and Consolidated Plan community survey
- b. For convenings, plan for about 90 minutes per meeting and consider having outside facilitation.

PUBLIC COMMENT:

None

COUNCIL UPDATE:

None

COMMUNITY PARTNERSHIP OFFICE UPDATE:

None

SITE VISITS:

Will review all site visits in March.

ADJOURNMENT

Chair Thorp adjourned the regular meeting at 8:00 pm MT.

Respectfully Submitted,
Brandy Benson

HUMAN SERVICES COMMISSION

The Special Meeting of the City of Loveland Human Services Commission was held at the Loveland Municipal Building in the City Manager's Conference Room on
December 16, 2019

PRESENT AT THE MEETING:

Commissioners: Carolyn Benson, Nicole Pasco, Rebecca Thorp, Tim Hitchcock, Jody Shadduck-McNally, Sara Lipowitz, April Lewis
Staff Members: Alison Hade, Brandy Benson

ABSENT FROM THE MEETING:

Commissioners: Fred Garcia
City Council: no appointed liaison

These minutes are a general summary of the meeting.

CALL TO ORDER:

Chair Thorp called the meeting to order at 6:00 pm MT.

INDIVIDUAL SCORING AND CORA:

Commissioners discussed the process for individual scoring. Alison was absent during this part of the December 5, 2019 meeting. City staff wanted to ensure we understood Commissioner's expectations.

PRESENTATIONS:

Commissioner Shadduck-McNally motioned reversing the process motion made on December 5, 2019 regarding presentations, dates and scoring. Commissioner Paso seconded. All Ayes, motion passes.

Commissioner Shadduck-McNally motioned to eliminate presentations for the 2020 grant cycle. Commissioner Hitchcock seconded. Ayes-6, Abstention-1, motion passes.

TIMELINE AND PROPOSAL DISCUSSION DATES:

The Commissioners and City Staff discussed the schedule for the 2020 grant cycle and decided on dates for proposal discussions and allocations.

Commissioners will submit preliminary scores that will be used during the discussion meetings and final scores that will be used during the allocation meeting. All scores will be aggregated.

BUDGET CHANGES:

Commissioners reviewed potential budget changes that include allowing the agency to submit their own program and agency budget. Fred and Alison will review budgets and ask budget related questions as early in the process as possible to allow commissioners to receive the information while they are reading proposals.

HOUSING FIRST GRANT:

Commissioners Shadduck-McNally motioned to change the name of the Housing First Grant to Homeless Solutions Grant. Commissioner Pasco seconded. All Ayes, motion passes.

ADJOURNMENT

Chair Thorp adjourned the regular meeting at 7:40 pm MT.

Respectfully Submitted,
Brandy Benson