

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 Shaddock-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 Shaddock-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 Shaddock-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