

# HUMAN SERVICES COMMISSION (HSC)

## Roles and Duties

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### Background

The Commission was originally established as the Human Relations Commission January 6, 1970 (Ord. #1074), with seven (7) members. On March 5, 1991 Council established the Community Development Block Grant (CDBG) Advisory Commission with 9 members and two (2) Council liaisons to assist in the distribution of CDBG grant funds (Ord. #3275). October 3, 2000, the CDBG Advisory Commission and the Human Relations Commission were combined into the Human Services Commission with nine (9) members (Ord. #4574). November 15, 2005 the “bricks & mortar” portion of the CDBG grant award process was delegated from the Human Services Commission to the Affordable Housing Commission (Ord. #5032). Two (2) additional members under the age of 21 were added to the Commission on December 18, 2007, to address matters relating to the citizens under the age of 21 (Ord. #5272).

### Roles and Duties of the Commission

The duties are established by Municipal Code 2.60.150, as follows:

*Human services commission.*

- A. There is established a human services commission consisting of eleven members appointed by the city council. Two of the eleven members shall be high school students enrolled in secondary schools located within the city who shall be under the age of twenty-one at time of appointment. The term of office of each member shall be three years.*
- B. The purpose of the human services commission shall be to serve as an advisory body to the city council on all matters pertaining to human services offered by the city. In addition to any other duties as may be delegated to it by the city council, the commission shall:*
  - 1. Review all grant applications made to the city for human services commission grant funds and for community development block grant funds except for “bricks and mortar” applications that are housing related, hear presentations from applicant agencies, and make a recommendation to the city council regarding grant funding allocation;*
  - 2. Perform site visits at the offices of grant recipients;*
  - 3. Provide citizen input on consolidated planning documents and reports as required by the United States Department of Housing and Urban Development;*
  - 4. Review and amend grant program guidelines and goals as needed; and*
  - 5. Act as a sounding board for social concerns of Loveland citizens.*

### Current Commission Operations, 2017

Membership:	Eleven (11) members: Two of the eleven members shall be high school students enrolled in secondary schools located within the city who shall be under the age of twenty-one at time of appointment
Terms/Renew schedule	Three (3) Years - June
Qualifications:	General provisions found in 2.60.020.
Meetings:	Monthly, first Thursday, 6:00 p.m., City Manager’s Conference Room
City Council Liaison:	Jeremy Jersvig
City Council Liaison Alt:	Richard Ball
Department:	Development Services/Community Partnership
Staff Liaison:	Alison Hade