

Resolution No. 5-01

RESOLUTION:

To amend Resolution No. 3-97, establishing the Human Services Advisory Commission, to increase membership

WHEREAS, by Resolution No. 3-97, the Mayor and Council of Rockville established a Human Services Advisory Commission; and

WHEREAS, since that time, the Human Services Commission has continued to carry out its designated responsibilities and activities; and

WHEREAS, at this time, the Mayor and Council wishes to increase the number of Commission members to provide a broader cross-section of public representation and support and encourage Rockville business involvement without diminishing representation among other sectors of Rockville.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF ROCKVILLE, MARYLAND, that Resolution No. 3-97, establishing the Human Services Advisory Commission is hereby amended and restated to read as follows:

1. There is hereby established a Human Services Advisory Commission, referred to in this Resolution as this "Commission."

2. The Commission shall consist of eleven members appointed by the Mayor and confirmed by the Council. Commission members shall generally reflect the gender and ethnic diversity of the City and represent the following constituencies: six members shall represent the community at large, three members shall be nominated by the Caregivers' Coalition of Rockville, and two members shall be current or former recipients of human services. All members shall be residents of the City, except that those members nominated by the Caregivers' Coalition shall either reside within the City or provide services, whether on a paid or volunteer

basis, on behalf of residents of the City, and, further, of the six members from the community at large, up to two may be representatives of businesses or business-related organizations within the city even if such representatives are not themselves city residents.

3. Commission members shall serve for terms of three years, or until their successors take office, and may be reappointed to succeeding terms, except that the initial appointments and appointments to fill new positions created by expansion of the membership of the Commission, shall be for staggered terms not to exceed three years. So as to provide for staggered terms, the initial appointments shall occur as follows: three members, two representing the community at large and one representing the Caregivers' Coalition shall be appointed for an initial term of one year; three members, one representing each of the three constituencies, shall be appointed for an initial term of two years; three members, one representing each of the three constituencies, shall be appointed for an initial term of three years.

4. The Mayor shall appoint, and the Council shall confirm, a Chairperson from among those members representing the community at large and those members who have and/or are receiving human services. The Chairperson shall serve for a term of one year and thereafter until a successor takes office, and may be reappointed to additional terms.

5. A quorum for purposes of conducting Commission business shall be six members.

6. The purpose of the Commission is to provide advice and guidance to the Mayor and Council on human service needs and how best to address them. The Commission shall assist the Mayor and Council in deciding appropriate City roles in human services; shall monitor changes in, and help prioritize, human needs in the City; and shall participate in oversight and evaluation to ensure accountability and cost effectiveness of City and outside providers of human services.

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7. The Commission shall be guided by the City of Rockville Human Service Policy (a copy of which can be found in the official documents of the City located in the City Clerk's Office as document No. 1923) and the recommendations contained in the Human Needs and Services Advisory Task force Final Report (1996) (a copy of which can be found in the records maintained by the City's Department of Community Services). Consistent with those recommendations, the Commission's responsibilities include:

a. Encouraging the continuation of the current City roles in human services as provider, grantor, advocate, and facilitator. The Commission shall explore whether the City's role as "Facilitator" should be expanded. In situations where the City provides or funds services, the Commission shall consider the respective advantages and disadvantages of contracting out, privatizing, and direct provision of services.

b. Encouraging and promoting ethnic diversity and cultural awareness, sensitivity, and competence among human services providers, including City staff.

c. Exploring ways to develop new or enhanced services in areas identified as serious problems and/or needs among City residents.

d. Assisting in finding the means to ensure that "safety net" services, such as food, emergency shelter, clothing and emergency financial assistance, are made available to City residents.

e. Assisting City staff in carrying out a coordinated, holistic approach to human service delivery that is people-centered rather than problem-centered. Access to services should be through a single point of entry, where possible.

f. Encouraging City sponsored human services to integrate and coordinate with Montgomery County and other human services wherever feasible, including co-locating services.

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This should include the "one-stop shopping" concept where all of a person's needs are addressed at one time.

- g. Helping to promote and publicize human services programs.
- h. Encouraging and promoting the development of a comprehensive information and referral service to assist citizens in gaining access to human service providers.
- i. Assisting in the development and/or implementation of a process for the evaluation of City-funded human services based on measurable goals.
 - Consider the use of periodic program audits, site visits, and client interviews as an adjunct to the evaluation process.
 - Determine the need to continue each service.
 - Determine the most cost-effective means of providing each service.
- j. Assisting in the development of a formal, clearly articulated, widely publicized and objective structural mechanism to be used in applying for and awarding City funding for human services programs.
 - Provide for an annual assessment of the most critical of human needs.
 - Provide for periodic, widely publicized community forums to gather resident input and make first-hand observations of human needs.
 - Indicate which needs are greatest, and whether resources should be reallocated to meet these needs.
- k. Exploring and/or recommending revenue-generating opportunities for human services.
- l. Maintaining a liaison with other City Boards and Commissions with similar purposes, such as the Senior Commission and Human Rights Commission.

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m. Encouraging the use of vounteers in human services planning and delivery.

8. To avoid both real and apparent conflicts of interest, the Commission shall not review annual requests for City General Funds or submit specific recommendations to the Mayor and Council concerning the expenditure of City General Funds. Commission members who work or volunteer for an agency providing human services to residents of Rockville shall not vote on matters affecting the present or planned funding of that agency. Commission members shall comply with all disclosure requirements and other requirements of the City's Public Ethics Ordinance.

I hereby certify that the foregoing is a true and correct copy
of a Resolution adopted by the Mayor and Council at its
meeting of April 9, 2001.


Claire F. Funkhouser, City Clerk