

**HUMAN SERVICES COMMITTEE
MINUTES
August 20, 2013**

Present

Councilor Penny York, Chair
Councilor Mike Beilstein
Councilor Bruce Sorte

Staff

Jim Patterson, City Manager
Ken Gibb, Community Development Director
Steve DeGhetto, Parks and Recreation Assistant Director
Marci Laurent, Management Assistant
Carrie Mullens, City Manager's Office

Visitors

Jennifer Moore, United Way of Benton and Lincoln Counties (UWBLC) Executive Director

SUMMARY OF DISCUSSION

	<u>Agenda Item</u>	<u>Information Only</u>	<u>Held for Further Review</u>	<u>Recommendations</u>
I.	Social Services Semi-Annual Report			Accept the Social Services second semi-annual report for Fiscal Year 2012-2013
II.	Council Policy Review and Recommendation: 98-4.12, "Guidelines for Public Art Selection"			Amend Council Policy 98-4.12, "Guidelines for Public Art Selection" as recommended
III.	Other Business	***		

Chair York called the meeting to order at 2:01 pm.

CONTENT OF DISCUSSION

I. Social Services Semi-Annual Report

Mr. Gibb said this is the second and final report for Fiscal Year 2012-2013. The staff report includes information about the allocations distributed, program activity narratives, and agency outcomes.

Ms. Moore explained that the comprehensive report responds to feedback from the Human Services Committee (HSC) and UWBLC granting committee regarding content, format, and layout. Next steps include the UWBLC impact group reviewing final reports, comparing program and service descriptions against interim reports and applications, and drafting a follow-up report for UWBLC.

In response to Councilor Sorte's inquiries, Ms. Moore confirmed that UWBLC distributes the City's funds to the agencies and if the City's Social Services fund was audited, UWBLC would be audited as the administrator of the program.

Councilor Sorte opined that the \$17,229 fee paid to UWBLC to administer the program is very reasonable. He noted that most administrative fees are at least ten percent and he commended Ms. Moore for the level of service for the fee.

Councilor Sorte added that the diversity of funding sources is commendable and the in-kind accounting is also reasonable. He noted that the City's funding component was relatively low compared to some of the other sources.

Councilor Beilstein invited Ms. Moore to tell HSC about new UWBLC issues or developments. He said he is not anxious to change the relationship between the City and UWBLC; however, if UWBLC found it burdensome to administer the City's allocations, he would be open to discussions. He inquired about the overhead costs related to UWBLC funds.

Ms. Moore responded that the total administrative cost for UWBLC is 14.4 percent, including management costs of approximately 4.5 percent. The cost to administer City funds has been in-line with total UWBLC costs. Only considering levy funds, a five percent administrative fee would not cover UWBLC costs. UWBLC is reviewing the total costs to administer grant programs and considering development of a basic invoice for service not related to percentages.

Mr. Gibb said considering an alternative to percentage administrative fees has been a collaborative discussion between the City and UWBLC.

In response to Councilor Beilstein's inquiry about UWBLC Vision Councils, Ms. Moore said the three Councils have each held several work sessions that included panel discussions, round-robin type discussions, and guest speakers. One theme that has evolved is the access versus utilization of transportation. The Health Council facilitated a round-robin discussion with food pantries, soup kitchens, and other food agencies about access to good calories. On the other hand, the Income Council held a discussion about access to any calories.

Ms. Moore announced that UWBLC is planning a community leaders breakfast on January 14, 2014. Information will be presented about the Vision Councils' efforts and draft recommendations for the next 12 months.

In response to Chair York's inquiries, Ms. Moore said agencies are alerted by UWBLC via email about key dates for the allocation process, recommendations, and final Council approval. This year, two agencies did not receive the final approval email, although the emails were sent to the addresses listed on the applications.

Chair York acknowledged the difficulty of defining the unit of service. She said it is useful information, but cannot be too prescriptive.

The Committee unanimously recommends Council accept the Social Services second semi-annual report for Fiscal Year 2012-2013.

II. Council Policy Review and Recommendation: 98-4.12, "Guidelines for Public Art Selection"

Mr. DeGhetto noted that the policy recommendations HSC made during the July 16 meeting have been incorporated into the draft policy attached to the staff report. The Public Art Selection Commission (PASC) agreed with the recommendations.

In response to Councilor Beilstein's inquiries about a possible location for a wall mural, Mr. DeGhetto said, if the private property owner donated the venue (and/or artwork), PASC would review the artwork per procedure and funding would need to be acquired. Murals can be temporary in some cases. Temporary artwork is exempt from PASC approvals, but it is important for PASC to know what and where art is being installed. To install private artwork on private property, the property owner would need to involve the Community Development Department to ensure they were in compliance with City codes.

In response to Councilor Sorte's suggestion about stronger language regarding the use and return of donated artwork, Mr. DeGhetto said the contract entered into by the City and artist is specific and includes direction as to how the artwork will be handled, repaired, and returned. Mr. DeGhetto added that, for some artists, contracts can be cumbersome.

Chair York agreed that the policy should remain more general with specifics included in the contract.

Councilor Sorte suggested the next policy review include amended language noting that artists can enter into a contract with the City.

The Committee unanimously recommends Council amend Council Policy 98-4.12, "Guidelines for Public Art Selection" as recommended.

III. Other Business

Mr. DeGhetto announced that arts and culture organizations and directors have been invited to the November 5 Human Services Committee meeting.

Councilor Beilstein noted that Chair York should attend the next Council Chairs meeting since it will include information about this meeting. Councilor Sorte will attend Council Chairs meetings following the next Human Services Committee meeting.

The September 3 Human Services Committee meeting has been canceled.

The meeting adjourned at 2:28 pm.

Respectfully submitted,

Penny York, Chair