



## HUMAN SERVICES COMMITTEE

### Agenda

Tuesday, September 8, 2015  
2:00 pm

**Madison Avenue Meeting Room**  
**500 SW Madison Avenue**

*An opportunity for public comment will be provided at this meeting*

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|------------------------------------|--|
| Discussion/ <b>Possible Action</b> | I. King Legacy Advisory Board Annual Report (Attachment)                         |
| Discussion/ <b>Possible Action</b> | II. Library Advisory Board Annual Report (Attachment)                            |
| Discussion/ <b>Possible Action</b> | III. Housing and Community Development Advisory Board Annual Report (Attachment) |
| Information                        | IV. Other Business   |

### **Next Scheduled Meeting**

Tuesday, September 22, 2015 at 2:00 pm  
Madison Avenue Meeting Room, 500 SW Madison Avenue

### **Agenda**

None at this time

TO: Human Services Committee for September 8, 2015  
FROM: Mary Beth Altmann Hughes, Human Resources Director  
DATE: August 3, 2015  
THROUGH: Mark W. Shepard, P.E., City Manager  
SUBJECT: King Legacy Advisory Board – Annual Report



Action Requested:

Staff recommends the City Council review and accepts the King Legacy Advisory Board's 2014/15 Annual Report.

Discussion:

As a result of the Public Participation Task Force recommendations adopted in 2014 by the City Council in 2014, each advisory board is required to submit an annual report to the Council. The King Legacy Advisory Board (KLAB) annual report, completed by the Advisory Board, is attached.

The City Manager's Office allocates \$10,000 annually to KLAB to pursue their mission as identified in the Corvallis Municipal Code. The funds are used for an annual celebration and other community activities to promote the principles and legacy of Dr. Martin Luther King, Jr. with the goal of helping Corvallis become a more inclusive and just community.

Recommendation:

Staff recommends acceptance of the King Legacy Advisory Board annual report.

Budget Impact:

None

# ANNUAL REPORT OF THE: KING LEGACY ADVISORY BOARD

July 28, 2015

**Members:**

Jasper Smith, Chair

Megha Shyam, Vice-Chair

Chareane Wimbley-Gouveia

Alicia Ward-Satey

Joseph Orosco

Amber Moody

Gabriel Merrell

Frederick Edwards

Kerstin Colón

**Staff: Human Resources**

**Council Liaison: Barbara  
Bull**

**Purpose/Mission summary:**

Section 1.16.260 - King Legacy Advisory Board.

- 1) A King Legacy Advisory Board, is hereby created.
- 2) The Advisory Board shall be composed of ten members, with one member nominated by the Benton County Commissioners, one by 509J, and one by either Oregon State University or Linn-Benton Community College. All other members shall be appointed by the Mayor in accordance with Section 1.16.030 herein.

- 3) The Advisory Board exists to celebrate and promote the principles and legacy of Dr. Martin Luther King, Jr. with the goal of helping Corvallis to become a more inclusive and just community. This work includes:
- a) Promote inclusion of diverse people and communities within Corvallis.
  - b) Pursue nonviolent solutions to economic and social injustices in Corvallis.
  - c) Be a strong advocate to build a strong and diverse community of Corvallis residents.

(Ord. 2014-20 § 1, 12/01/2014; Ord. 2014-16 § 9, 11/17/2014; Ord. 2008-08 § 1, 04/21/2008; Ord. 2001-07 § 1, 6/18/2001; Ord. 90-50, 1990; Ord. 90-48, 1990; Ord. 86-27 § 2, 1986)

### **Prior Year Report:**

#### Activities and work completed:

- Annual MLK Day event with speaker Walidah Imarisha attended by about 250 people at the Majestic Theater on the topic of “Oregon’s Racial History and King’s Vision of Justice”.
- Celebrated the 25<sup>th</sup> anniversary of the passage of the Americans with Disabilities Act with a showing of Autism: The Musical and special guests, Diane and Wyatt Isaacs. Close to 200 people attended.
- Co-sponsored the first Juneteenth celebration in Corvallis to commemorate the 150<sup>th</sup> anniversary of the abolition of slavery. About 150 people attended.
- Co-sponsored the Sprout Film Festival (films by and featuring people with developmental disabilities) with community partners. Over 200 people attended.

- Co-sponsored the first Health Inequities Symposium.
- Selected and awarded high school essay contest winner.
- Submitted updated charge that was approved by City Council. We also adopted a new name, The King Legacy Advisory Board.
- Participated on the Community Involvement and Diversity Advisory Board Task Force.
- Made connections with the Human Relations Commission in Albany, Showing Up for Racial Justice, Community Action for Racial Equity, and Holding Hands Corvallis.
- Were represented at a number of community events, including a community policing forum, the Solidarity Fair, and the openings of three cultural centers at OSU.

#### Activities and work in progress:

- Planning a community summit to discuss issues of justice and equity in Corvallis.
- Bringing Tim Wise to Corvallis in October, probably the foremost white anti-racist speaker in the country.
- Reviewing policies for possible recommendations.
- Planning annual MLK Day event and essay contest.

#### **Next Year Proposed Work Plan:**

##### Regular activities and work (ongoing or annual):

- Continue to make connections to individuals and groups in Corvallis and listen to their concerns.
- Sponsor annual MLK holiday events and essay contest.
- Continue to partner with community groups and bring opportunities to the community.

Special activities and work for the year:

- Community summit to bring together individuals and groups.
- Special event in addition to annual event. Probably Tim Wise.

**Resources:**

Prior Year:

\$10,000

Needed for the next year:

\$10,000. We could do more with more if requested by Council.

TO: Human Services Committee for September 8, 2015 meeting  
FROM: Carolyn Rawles, Library Director *CR*  
DATE: 8/24/2015  
THROUGH: Mark W. Shepard, P.E., City Manager *MWS*  
SUBJECT: Annual Report, Library Advisory Board



Action Requested:

Staff and the Library Advisory Board request approval of the Library Advisory Board's Annual Report.

Discussion:

This is the Library Advisory Board's first annual report under the new advisory board review process.

Recommendation:

Approve report.

Budget Impact:

No additional budget impact.

# ANNUAL REPORT OF THE CORVALLIS- BENTON COUNTY PUBLIC LIBRARY ADVISORY BOARD

September 2, 2015

**Members: Jacque Schreck, Chair; Jennifer Alexander, Vice-Chair; Katherine Bremser, Diane Cygan, Eric Dickey, Scott Elmshaeuser, Paula Krane, Cheryl Maze, Steve Stephenson, 1 vacancy; Norah Storniolo, Benton County Student Liaison.**

**Staff: Carolyn Rawles, Library  
Director**

**Council Liaison: Mike Beilstein  
County Commission Liaison: Anne  
Schuster**

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## **Purpose/Mission summary:**

From Corvallis Municipal Code:

Section 1.16.220 - Library Advisory Board. **Modified**

- 1) A Corvallis Benton County Library Advisory Board is hereby created.
- 2) The Advisory Board shall consist of ten voting members. Five shall be appointed by the Mayor. The Benton County Board of Commissioners shall appoint six members to the Advisory Board, one of which shall be a non-voting liaison high school student from Benton County.
- 3) The Advisory Board shall advise Council on all matters pertaining to the operation, expansion, and level of service provided by the Library. In addition, the Advisory Board shall have all of the powers and duties authorized by State and City laws.
- 4) This Chapter shall not be construed to prevent those members of the Advisory Board appointed by the Board of Commissioners of Benton County, Oregon, from acting simultaneously as the County Library Board under State law.

- 5) The Advisory Board shall advise the City Council on all matters related to allocating annual Library Improvement Reserve funds.

(Ord. 2015-11 § 2, 06/15/2015; Ord. 2014-16 § 6, 11/17/2014; Ord. 2011-08 § 1, 04/18/2011; Ord. 2009-12 § 2, 10/19/2009; Ord. 81-99 § 56, 1981)

### **Prior Year Report:**

#### Activities and work completed:

Reviewed and updated the following policies:

- CP 4.11 “Public Library Policy for Selecting and Discarding Materials”
- AP 1.07 “Confidentiality of Library Records”
- AP 1.08 “Public Library Circulation Policy”
- CP 4.08 “Code of Conduct--Library”

Developed Library Board Talking Points

Reviewed Library Department budget and advised staff on budget priorities

Reviewed library usage statistics and discussed with and advised staff on changes in usage patterns

Revised Library Board orientation to incorporate more involvement from board members

#### Activities and work in progress:

Began Strategic Planning Process, including gathering information from patron survey; learning about patron usage and market penetration from consultant; hearing from the State Librarian and a Reference Librarian about the future of libraries; approving activities and timeline for completion of Plan; beginning development of new Mission and Vision Statements.

### **Next Year Proposed Work Plan:**

#### Regular activities and work (ongoing or annual):

Policy reviews, including CP 4.06 “Library Displays, Exhibits, and Bulletin Boards”

#### Special activities and work for the year:

Complete development of Strategic Plan for approval of City Council and incorporation into Library 2016-2017 (and beyond) budget.

Undertake revised Library Board orientation process which involves greater board member involvement in onboarding of new members.

**Resources:**

Prior Year:

Staff time

Consultant for patron survey and market segmentation tasks

Facilitator for planning meetings

Needed for the next year:

Facilitator for planning meetings, if needed

Staff time

TO: Human Services Committee, for September 8, 2015 meeting  
FROM: Kent Weiss, Interim Community Development Director *KW*  
DATE: August 27, 2015  
THROUGH: Mark W. Shepard, P.E., City Manager *MWS*  
SUBJECT: Housing and Community Development Advisory Board Annual Report



Action Requested:

Staff request that the Human Services Committee review the attached annual report for the Housing and Community Development Advisory Board, and provide a recommendation for City Council acceptance of the report.

Discussion:

As a result of the Public Participation Task Force recommendations adopted in 2014 by the City Council, each advisory board is required to submit an annual report for Council acceptance. The HCDAB annual report is attached; its content was discussed and determined during the Board's regular monthly meeting on August 19. Ed Fortmiller was elected Chair August during the meeting on August 19, participated in the annual report content discussion, and has provided the attached report for Human Services Committee consideration. Chair Fortmiller will attend the HSC meeting on September 8 to present the report.

Budget Impact:

None. Each spring the HCDAB provides a recommendation to the City Council regarding allocations of federal funding to housing projects and social services. The amounts of these awards are determined by the U.S. Department of Housing and Urban Development, and the HCDAB has no control over or impact on the award amounts.

# ANNUAL REPORT OF THE HOUSING AND COMMUNITY DEVELOPMENT ADVISORY BOARD

September 8, 2015

## **Members:**

Ed Fortmiller, Chair  
Kara Brausen, Vice Chair  
Gary Hamilton  
Dave Henderer  
Kenny Lowe  
David McCarthy  
Gerry Perrone  
Roger Lizut, Planning Commission Liaison

**Staff:** Kent Weiss

**Council Liaison:** Bill Glassmire

## **Purpose/Mission summary (Excerpted from CMC 1.16.205):**

- 3) The Housing and Community Development Advisory Board shall:
- a) In cooperation with other City boards and commissions, formulate and recommend policy to the Planning Commission and City Council on housing affordability and community revitalization issues.
  - b) Recommend policies to the Planning Commission and City Council to provide for and conserve very low, low and moderate income housing in the City.
  - c) Review and make recommendations regarding City applications requesting Federal and State Housing and Community Development funds and other funds relating to community development which may become available.
  - d) Monitor and evaluate planning, programming, and implementation of housing and community development activities.
  - e) Act as a review and appeals board for the Housing loan program policies.
  - f) Represent the affordable housing interests of very low, low and moderate income citizens and citizens with special housing needs.

## **Prior Year Report:**

### Activities and work completed/in progress:

During FY 2014-15 the Housing and Community Development Advisory Board:

- Held a public hearing to review and approve a Consolidated Annual Performance Evaluation Report for the City's FY 14-15 CDBG and HOME programs;
- Reviewed and gave input to staff for the 2015 City Council housing goal;
- Reviewed three loan program administrative policy exceptions and provided approval recommendations to the City Manager;

- Reviewed two loan program administrative policies and recommended revisions to the City Manager;
- Reviewed and heard proposals from 13 agencies for funding from the City's FY 15-16 CDBG and HOME programs;
- Developed recommendations for CDBG and HOME funding allocations;
- Reviewed and recommended City Council approval of the City's FY 15-16 CDBG and HOME Action Plan;
- Monitored progress of FY 14-15 City-funded projects (Julian Hotel Apartments, Community Outreach, Jackson Street Youth Shelter).

### **Next Year Proposed Work Plan:**

#### Regular activities and work (ongoing or annual):

- Hold a public hearing to review and approve a Consolidated Annual Performance Evaluation Report for the City's FY 15-16 CDBG and HOME programs;
- As needed consider loan program administrative policy exceptions and provide recommendations to the City Manager;
- As needed review loan program administrative policies and recommend revisions to the City Manager;
- Review and hear proposals from agencies for funding from the City's FY 16-17 CDBG and HOME programs;
- Develop recommendations for FY 16-17 CDBG and HOME funding allocations;
- Review and recommended City Council approval of the City's FY 16-17 CDBG and HOME Action Plan;
- Monitor progress of FY 15-16 City-funded projects.

#### Special activities and work for the year:

- Conduct site visits to agencies that received CDBG Human Services Funds for FY 15-16;
- Look for opportunities to review options and provide feedback to the Housing Development Task Force about developing more affordable home ownership housing opportunities.

### **Resources:**

#### Prior Year:

- Recommended awards from \$700,000 in FY 15-16 CDBG and HOME funding;
- Two Housing and Neighborhood Services Division staff members attended meetings regularly (staff liaison and minutes recorder), and other staff came as needed for specific topic discussions.

#### Needed for the next year:

- Recommend CDBG and HOME funding awards – amounts not yet known;
- Additional funding to support affordable housing programs;
- Same staffing requirements as current year.