RESOLUTION NO. 12-072, SERIES 2012

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DAVIS AMENDING THE SOCIAL SERVICES COMMISSION AUTHORIZING RESOLUTION

WHEREAS, the City has utilized a subcommittee of the Social Services Commission for advice and input on public right-of-way work, public facilities improvements, and other projects and activities that are subject to the Americans with Disabilities Act (ADA); and

WHEREAS, the City would like to expand upon this subcommittee and create a more inclusive group open to greater public participation and expertise through a community advisory group structure; and

WHEREAS, the City plans to continue utilizing a technical advisory group, outside of the Commission scope, for input on potential improvements to public right-of-way, public facilities improvements, and other projects activities that are subject to the ADA, consistent with requirements of the Self Evaluation and Transition Plan; and

WHEREAS, this resolution supercedes all previous resolutions related to the structure and purpose of the Commission; and

WHEREAS, the City Council relies on Boards and Commissions to provide advice and information on subjects within the Commission’s scope; and

WHEREAS, the City of Davis has determined that there is a need on the part of the city government and the community to institute an official body which will concentrate its time and efforts on social services issues related to the health, safety and general welfare of the citizens of Davis.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Davis creates a Social Services Commission to achieve the following:

1. PURPOSE
   The Davis Social Services Commission is to advise the City Council on matters related to the health, safety and general welfare of the citizens.

   As an advisory body of the Davis City Council, the commission is established and guided by the following documents:
   a. Davis Anti-discrimination ordinance;
   b. Commission Handbook; and
   c. Commission Policy Guidelines

2. MEMBERSHIP
   The Social Services Commission shall consist of seven (7) members and one (1) alternate. All voting members of the Social Services Commission, regular and alternate, shall be appointed by the City Council.

   The alternate member shall not vote except upon one of the following conditions:
   a. Absence of one (1) or more of the regular members of the commission.
b. Disqualification of a regular member of the commission because of an expressed conflict of interest.

3. TERMS OF OFFICE
Members of the commission shall serve a term of four (4) years, or until their successors are appointed. For purposes of establishing staggered terms, appointments may be for terms varying between one (1) and four (4) years as the Council may decide. No members shall serve for more than two (2) consecutive terms, except under special circumstances.

4. TERMINATION OF APPOINTMENT
The term of appointment of any member of the commission who has been absent from three (3) consecutive regular or special meetings, or who has missed more than 1/3 of the meetings in a 12-month period, without the approval of the City Council, shall automatically terminate.

Members of the Social Services Commission serve at the pleasure of the Council and may be removed from office by a majority vote of the Council.

5. VACANCIES
Vacancies on the commission shall be filled for the unexpired term in the same manner in which regular appointments are otherwise made.

6. OFFICERS OF THE COMMISSION
The members of the Social Services Commission annually shall select one (1) of its members as Chairperson and one (1) of its members as Vice Chairperson. No chairperson or vice chairperson shall serve more than two (2) consecutive years as chair.

a. THE CHAIRPERSON of the commission shall call the meetings to order at the appointed time, shall appoint all committees, subject to the approval of the commission, shall have all the powers and duties of the presiding officer as described in Robert’s Rules of Order, and shall perform such other duties as may from time to time be prescribed by the commission.

b. THE VICE CHAIRPERSON of the commission shall have all the powers and perform all the duties of the Chairperson in the case of absence or inability of the Chairperson to act. The Vice Chairperson shall perform such other duties as may from time to time be prescribed by the commission or the Chairperson.

7. MEETINGS OF THE COMMISSION
The Social Services Commission shall establish a regular time and place of meeting and shall hold regular meetings. Special meetings of the commission may be called by the Chairperson, or by any four (4) or more voting members of the commission, with permission of the Council liaison or the City Council. Personal notice must be given to all members of the commission. If personal notice cannot be given, written notice must be mailed to such members at least twenty-four (24) hours prior to said meeting, unless said notice requirement is waived in writing by said member.
8. QUORUM
For the purpose of transacting business, a quorum of the Social Services Commission shall consist of four (4) of the seven (7) members. An alternate member shall be counted as a full voting member for purposes of attaining a quorum.

9. FUNCTIONS OF THE COMMISSION
The Social Services Commission shall have the responsibilities as provided in this section and such other duties as the Council may, from time to time, decide:

a. To advise the City Council on all matters relating to issues of social services which affect the citizens of Davis, including but not limited to the issues of social services in health, affordable housing, homelessness, hunger, transit, child care, elder adult services, accessibility and low income needs.

b. To serve, at the request of the City Council, as a community forum for education, discussion and debate around the issues of social services.

c. To hold public hearings and community forums on issues which fall within its charge, and call appropriate witnesses to provide pertinent information.

d. To serve, at the request of the City Council, as a liaison between community groups organizing around issues of social services, and city government.

e. To coordinate the efforts of the City of Davis in recognition of volunteers and document the value of volunteer contributions to the City.

f. To advise the City Council on Community Development Block Grant, Home Investment Partnership Program and other social services-related Federal and State grant programs.

g. To coordinate with other city commissions (e.g., Human Relations Commission, Planning Commission,) on matters of mutual interest.

PASSED AND ADOPTED by the City Council of the City of Davis this 12th day of June, 2012 by the following vote:

AYES: Greenwald, Souza, Swanson, Wolk, Krovoza

NOES: None

Joseph F. Krovoza
Mayor

Zoe S. Mirabile, CMC
City Clerk