

WEEKLY INFORMATION PACKET

MEMORANDUM

TO: Mayor Toor and City Council

FROM: Frank W. Bruno, City Manager
John Pollak, Co-Director, Housing & Human Services
Karen Rahn, Co-Director, Housing & Human Services

DATE: December 17, 2003

RE: **Information Item:** Housing & Human Services Master Plan

Executive Summary

In 1994 City Council approved the Human Services Master Plan, which serves as a policy guide for the Department of Housing and Human Services (HHS) in allocating approximately \$2 million annually to community agencies for the provision of human services. Now, ten years later, HHS will update and enhance the Master Plan to encompass all services provided by the department as well as serve as a coordinated funding guide for each of the Funds allocated through the department. The City Manager has recently appointed a committee comprised of outstanding community members to advise HHS in updating this master plan. Throughout this 18 month process, Council will receive periodic progress updates.

Goals of the Master Plan

In developing the Housing and Human Services Master Plan, HHS will identify and assess:

- Current resources and gaps in housing and human services available to residents of the city of Boulder;
- Demographic, financial and service trends to anticipate future housing and human service needs within the city of Boulder;
- Appropriate roles for the City of Boulder in the provision of various housing programs and human services in partnership with others in the community; and
- Future financial sustainability of appropriate City housing and human services functions, and determine funding mechanisms to meet needs.

Components of the Master Plan

HHS anticipates that sections of the final plan will include a demographic picture of Boulder's population, an assessment of current housing and human services available in the city, gaps in services and resources, demographic and service projections, relationships to other city planning efforts, and recommendations.

Timeframe

The Housing & Human Services Master Plan will be developed over the next 18 months. This period will be divided into three major phases: information collection, information analysis, and recommendation development. Updates will be provided to Council quarterly, with public input occurring during the second half of the project period. Final approval of the Master Plan by Council is anticipated by Summer 2005.

Housing & Human Services Master Plan Advisory Committee

The City Manager has appointed an Advisory Committee to assist HHS with the development of the Master Plan. The Committee consists of an impressive group of diverse individuals from the general community, Boulder County government, the Boulder Valley School District, non-profit agencies and the business field. Collectively, the Advisory Committee has tremendous experience and expertise in the following areas:

- Human services program analysis;
- Sound business practice;
- Affordable housing programs and services;
- Early childhood issues and preschool education;
- Prevention, early intervention and treatment models;
- Mental and physical health services;
- Service delivery models: home, community based and school based services;
- Delivery of services to diverse populations;
- The human services system in Boulder;
- Boulder County government;
- Financing;
- Senior services; and
- Law enforcement.

For a membership list of this Advisory Committee, see the Attachment to this memorandum.

Staff

This project will be staffed by Richard Johnson, Director of the HHS Division of Community Services and Administration, and Linda Hill-Blakley, Housing and Human Services Planner. Richard and Linda will be assisted by staff from each of the HHS divisions and guided by HHS Co-Directors John Pollak and Karen Rahn.

Attachment: Housing & Human Services Master Plan Advisory Committee