

Agenda Report

TO:

CITY COUNCIL

DATE:

SEPTEMBER 10, 2001

FROM:

HUMAN SERVICES COMMISSION

SUBJECT:

RECOMMENDATION FOR APPOINTMENT OF HUMAN SERVICES

AGENCY REPRESENTATIVE TO FILL ONE VACANCY ON THE

HUMAN SERVICES COMMISSION

RECOMMENDATION

It is recommended that the City Council appoint nominee Margaret B. Martinez to fill the vacancy for a human service agency representative on the Human Services Commission, for a term beginning October 2001.

BACKGROUND

On June 30, 2001, Leonora Barron completed two terms as a human service agency representative. Ms. Barron had served as one of three designated human service agency representatives on the Human Services Commission, and is not eligible for reappointment.

According to the Ordinance establishing the Human Services Commission, three of the positions on this Commission are allocated to representatives of human services agencies. As specified in the Commission's Rules and Regulations, the process for filling such a vacancy is as follows (Article III, Section 2).

With respect to the appointment of human services agencies members, the following procedure shall be followed: commission staff shall mail ballots to the human services agencies; after these ballots are returned to the city, they shall be forwarded to the commission membership subcommittee for consideration and a proposed recommendation; the full commission shall review the proposal and forward a final recommendation to the City Council for ratification.

Consistent with these procedures, nominating forms were mailed to some 120 human service agencies and organizations throughout Pasadena in June 2001, with the deadline of July 5, 2001 to submit nominations. In response to this mailing, a total of three nominations were received by the posted deadline. All of these nominations were

reviewed by the Human Services Commission, and discussed at their meeting of July 9, 2001. The Commission considered such factors as areas of interest, skills, abilities, and experience that each nominee would potentially bring to the Commission, as balanced with those constituencies and areas of expertise represented by the Commission's current membership.

At their meeting of July 9, 2001, the Human Services Commission voted to recommend Margaret B. Martinez, Executive Director of the Community Health Alliance of Pasadena (CHAP) to fill this human service agency representative position.

A copy of the nomination form submitted regarding Ms. Martinez is attached, providing summary information on the areas of community service, experience and related qualifications of this nominee.

Respectfully Submitted,

Elaine F. Kramer, Chair

Human Services Commission

Attachment