

**33.16 COMMUNITY SERVICES COMMISSION.**

- (1) Organization. There is created for the City of Madison a Community Services Commission. The Community Services Commission shall have two standing subcommittees The Early Childhood Care and Education Board (insert ord #) and the Senior Citizens Advisory Committee (insert ord #).
- (2) Membership. The Commission shall consist of eleven (11) members, as provided below. Nine (9) members shall be appointed by the Mayor, subject to the confirmation by the Common Council. Members shall be appointed on the basis of their knowledge and interest in community and human services. All members will serve without compensation. The Commission membership shall reflect and represent the diversity of the population of the City of Madison. At least one, and no more than two, such members shall be an Alderperson. One (1) citizen member shall be selected by the Mayor from a panel of three (3) submitted by the South Central Federation of Labor. At least two (2) of the members shall be a member of a minority as defined in Sec. 3.58(8)(a)7. of these ordinances. One of the members shall be designated a University of Wisconsin representative in order to facilitate University partnerships, and contribute to awareness of the student population. The Senior Citizens Advisory Committee and the Early Childhood Care and Education Board shall each elect one of their members to serve as a member and another to serve as an alternate member of the Community Services Commission subject to confirmation by the Common Council. The alternate members may act with full power and authority when the other member is absent or refuses to act due to a conflict of interest. One non- voting Youth member shall be recruited, who will be at least 16 years of age, and serve for two-year terms. The Community Development Director or his/her designee shall be an ex-officio member of the Commission without vote and shall serve or delegate the duties of secretary. (Am. by Ord. 11,725, 12-13-96; Ord. 12,806, Adopted 4-3-01; Ord. 13,209, 12-10-02; ORD-07-00135, 10-18-07)
- (3) Terms. All Commission members shall be appointed for terms of three (3) years, except that the term of aldermanic members of the Commission shall expire with the expiration of their terms as Alders. The Youth representative term will be one (1) year.
- (4) Officers: The board members shall choose from among their citizen members a chairperson and vice chairperson. The Community Development Director or his/her designee shall be an ex-officio member of the Commission without vote and shall serve or delegate the duties of secretary. (Am. by Ord. 8099, 8-12-83)
- (5) Charge. The Community Services Commission shall have the following powers and duties:

- (a) Recommend Community Resources Program priorities and funding criteria.
  - (b) Make recommendations to the Mayor and Community Development Director regarding the budget and allocations for community services purchased by the City from private not for-profit agencies
  - (c) Address barriers to service or participation including but not limited to language access issues, socioeconomic, racial, cultural or gender issues and sexual orientation
  - (d) Gather information through hearings and other methods on the concerns, problems and needs of Madison's citizens
  - (e) Recommend policy to the Office of Community Services, the Mayor and the Common Council in the area of Community Services
  - (f) Review proposed legislation or policy to determine the impact on the service population, and to recommend legislation or policy or revisions as may be related to the health, welfare and security of Madison's citizens.
  - (g) Investigate new and innovative methods for delivery of community services.
  - (h) Seek ways to involve citizens in planning for community services needs.
  - (i) Coordinate community services activities with in the Community Development Division and other potential funders.
- (5) Meetings. The Commission shall meet at least 10-12 times a year and adopt rules of procedure, and where such rules do not apply, shall follow Robert's Rules of Order.
- (6) Reports. Refer to standard updated City ordinance language

Early Childhood Care and Education Board.

- (1) Organization: There is hereby created an Early Childhood Care and Education Board as a committee of the Community Services Commission to serve as an advisory body to the Commission and the Office of Community Services. (Am. by Ord. 12,806, Adopted 4-3-01)
- (2) Membership: The Early Childhood Care and Education Board shall consist of eleven (11) members with experience and/or expertise necessary for proper performance of the duties assigned; two (2) members shall be specialists in the field of child care; eight (8) members shall be other citizen members to include one (1) member who is a day care service consumer and one (1) member who is a day care worker; and one (1) Alderperson. All members will serve without compensation. The ECCEB membership shall reflect and represent the diversity of the population of the City of Madison (Am. by Ord. 12,504, 11-19-99; Ord. 12,806, Adopted 4-3-01; Ord. 13,161, 10-8-02)

- (3) Terms: Members shall be appointed by the Mayor and confirmed by the Common Council. All ECCEB members shall be appointed for terms of three (3) years, except that the term of aldermanic members of the Commission shall expire with the expiration of their terms as Alders. Member terms shall automatically be terminated when the member no longer meets the requirements set forth in Section 3.185(7)(b). (Am. by Ord. 13.161, 10-8-02; Ord. 13,206, 12-10-02)
- (4) Officers: The board members shall choose from among their citizen members a chairperson and vice chairperson. The Community Development Director or his/her designee shall be an ex-officio member of the Commission without vote and shall serve or delegate the duties of secretary. (Am. by Ord. 8099, 8-12-83)
- (5) Charge: The Early Childhood Care and Education Board shall have the following powers and duties:
- a. Recommend Community Resources Program priorities and funding criteria to the Community Services Commission.
  - b. Make recommendations to the Community Services Commission regarding the budget and allocations for the early childhood care and education services purchased by the City.
  - c. Address barriers to service or participation in child care services including but not limited to language access issues, socioeconomic, racial, cultural or gender issues and sexual orientation
  - d. Gather information through hearings and other methods on the concerns, problems and needs of Madison's families and their children.
  - e. Recommend policy to the Community Services Commission, the Office of Community Services, the Mayor and the Common Council in the area of early childhood care and education.
  - f. Review proposed legislation or policy to determine the impact on early childhood care and education, the service population, and to recommend legislation or policy or revisions as may be related to the health, welfare and security of Madison's children.
  - g. Investigate new and innovative methods for delivery of child care services.
  - h. Seek ways to involve citizens in planning for early childhood care and education and children's needs.
  - i. Coordinate community services activities with in the Community Development Division and other potential funders.
  - j. Advise and make recommendations to the Office of Community Services on policy and guidelines for the Madison Child Care program, including Madison Accreditation and Child Care Assistance as pursuant to XXXXX.
- (6) Meetings: The Commission shall meet at least 10-12 times a year and adopt rules of procedure, and where such rules do not apply, shall follow Robert's Rules of Order.
- (7) Reports: Refer to standard updated City ordinance language

Senior Citizens Advisory Committee.

- (1) Organization: There is hereby created a Senior Citizens Advisory Committee as a committee of the Commission to serve as an advisory body to the Community Services Commission and Office of Community Services, as well as other City Departments, the Mayor, and the Common Council. (Am. by Ord. 8099, 8-12-83)
- (2) Membership: The Senior Citizens Advisory Committee (SCAC) shall be composed of eleven (11) senior citizens, and one (1) member of the Common Council, to be appointed by the Mayor, subject to the approval of the Common Council. All members will serve without compensation. All ECCEB members shall be appointed for terms of three (3) years, except that the term of aldermanic members of the Commission shall expire with the expiration of their terms as Alders (Am. by Ord. 9627, 11-28-88; Ord. 13,169, 10-23-02). The SCAC membership shall reflect and represent the diversity of the population of the City of Madison.
- (3) Officers: The board members shall choose from among their citizen members a chairperson and vice chairperson. The Community Development Director or his/her designee shall be an ex-officio member of the Commission without vote and shall serve or delegate the duties of secretary. (Am. by Ord. 8099, 8-12-83)
- (4) Charge: The Senior Citizens Advisory Committee shall have the following powers and duties:
  - a) Recommend Community Resources Program priorities and funding criteria to the Community Services Commission.
  - b) Make recommendations to the Community Services Commission regarding the budget and allocations for Senior services purchased by the City from private not for-profit agencies
  - c) Address barriers to service or participation in Senior Services including but not limited to language access issues, socioeconomic, racial, cultural or gender issues and sexual orientation
  - d) Gather information through hearings and other methods on the concerns, problems and needs of Madison's Senior population.
  - e) Recommend policy to the Community Services Commission, the Office of Community Services, the Mayor and the Common Council in the area of Senior concerns and programming.
  - f) Review proposed legislation or policy to determine the impact on Senior Services, the service population, and to recommend legislation or policy or revisions as may be related to the health, welfare and security of Madison's Seniors.

- g) To coordinate funding and programs with the Dane County Commission on Aging.
  - h) Investigate new and innovative methods for delivery of Senior services.
  - i) Seek ways to involve citizens in planning for Senior Services and our Senior population's needs.
  - j) Coordinate community services activities with in the Community Development Division and other potential funders.
- (5) Meetings: The SCAC shall meet at least 10-12 times a year and adopt rules of procedure, and where such rules do not apply, shall follow Robert's Rules of Order.
- (6) Reports: Refer to standard updated City ordinance language

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