ARTICLE IX. HUMAN SERVICES DEPARTMENT[17]

Sec. 2-641. Created; purpose.

There be and is hereby created and established a department to be known as the Chattanooga Human Services Department. This department will provide for the administration and the operations of all public programs and projects of a human nature in the city.
(Code 1986, § 2-441; Ord. No. 11103, § 2, 11-28-00)

Sec. 2-642. City council designated policy body; powers.

The city council is hereby appointed as the policy body for human services programs. Such body shall also have the power to grant final approval of all programs, proposals, and budgets; to enforce compliance with all conditions made by federal agencies; and to determine, subject to such federal regulations and policies, the rules of procedure for the policy-making body.
(Code 1986, § 2-442; Ord. No. 9654, § 57, 1-6-92; Ord. No. 11103, § 2, 11-28-00)

Sec. 2-643. Chattanooga Human Services Department Board – Created; composition.

(a) There is hereby created a city-wide Chattanooga Human Services Department Board of fifteen (15) members. The City Mayor, each member of the City Council, and the Hamilton County Mayor, or their respective non-elected designees, shall be entitled to designate members to this Board. All other members of this Board shall be appointed by the City Mayor, subject to confirmation by the City Council, from the following categories: private social service agencies; educational institutions; child services; business organizations; veteran organizations; religious institutions; and low income residents of the City. The prospective appointees shall all be subject to the prior confirmation of the City Council. At any meeting of this Board eight (8) members shall constitute a quorum to conduct business.

(b) The Board shall be known as the Chattanooga Human Services Department Board. This governing Board shall be directly responsible for the oversight of Head Start Grants and other community service grants obtained for the benefit of citizens of the City of Chattanooga and Hamilton County. The Board shall have the responsibility to administer the Head Start/Early Head Start Program pursuant to Head Start Performance Standards as set forth in 45 CFR §§ 1301, *et seq*.
(Code 1986, § 2-443; Ord. No. 9496, § 2, 12-11-90; Ord. No. 11103, § 2, 11-28-00; Ord. No. 12148, §1, 7-22-08)

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[17] **Cross references**—City relief bureau, § 2-9 et seq.; fair housing regulations, § 21-81 et seq.

Sec. 2-644. Same – Terms; vacancies.

The terms of the members of the Chattanooga Human Services Department Board shall be for three (3) years. Upon the expiration of the term of any appointed member, a successor shall serve a term of three (3) years. The failure of any member to attend two (2) consecutive meetings or three (3) meetings within any calendar year shall be the basis for removal by the City Mayor and reappointment of another member by the City Mayor, subject to the confirmation of the City Council. Should any vacancy occur on the Board by death, resignation, or removal of a member, the member's unexpired term shall be filled by appointment of a member residing in the same district as the member vacating the board, if possible. All elected officials, or their respective non-elected designees, shall serve during their tenure of office. No member, other than an elected official or his designee, may serve more than two (2) consecutive terms on the Board.
(Code 1986, § 2-444; Ord. No. 9496, § 3, 12-11-90; Ord. No. 11103, § 2, 11-28-00; Ord. No. 12148, §2, 7-22-08)

Sec. 2-645. Same – Function.

The human services department-community development advisory board shall be an advisory body to the policy body, and its advice shall be considered in setting broad policies with regard to the establishment of goals, objectives, priorities and needs for human services. The board shall organize its work or on a quarterly meeting basis. The human services department-community development advisory board shall further be an advisory board for citizen input with reference to the planning and implementation of the community development program.
(Code 1986, § 2-445; Ord. No. 11103, § 2, 11-28-00)

Sec. 2-646. Same – Bylaws; officers; executive committee.

The human services board shall adopt and may amend bylaws for the regulation of its meetings and proceedings, subject to ratification of the major policy board. It shall also elect officers, appoint an executive committee, not to exceed ten (10) in number, with power to function between formal board meetings. The executive committee shall have as members the board chairman, and nine (9) members elected by the board from among its number.
(Code 1986, § 2-446; Ord. No. 11103, § 2, 11-28-00)

Sec. 2-647. Reserved.
(Ord. No. 11103, § 2, 11-28-00)

Sec. 2-648. Administrator.

There shall be an administrator of the human services department who shall be appointed by the mayor of the city subject to confirmation by the city council of the city. If a vacancy shall

thereafter occur in the office of executive director, the vacancy shall be filled by the mayor, and again be subject to confirmation of the city council.
(Code 1986, § 2-448; Ord. No. 9654, §§ 2 & 59, 1-6-92; Ord. No. 11103, § 2, 11-28-00)

Sec. 2-649. Administrative control of department; powers of mayor, administrator.

The mayor does hereby assign administrative control of the human services department to the mayor of the city, and with such control he shall be empowered to employ, discharge or suspend the administrator of the department subject to confirmation by the city council. The administrator shall be empowered to employ, discharge or suspend all other employees of the department subject to confirmation of the mayor and city council.
(Code 1986, § 2-449; Ord. No. 9654, §§ 2 & 59, 1-6-92; Ord. No. 11103, § 2, 11-28-00)

Sec. 2-650. Financial affairs; receipts and disbursements.

All fiscal and financial affairs of the human services department shall be conducted by the city finance officer. All receipts and disbursements shall be handled in accordance with the applicable provisions of the charter and ordinances of the city.
(Code 1986, § 2-450; Ord. No. 9654, § 8, 1-6-92; Ord. No. 11103, § 2, 11-28-00)

Secs. 2-651 – 2-660. Reserved.
(Ord. No. 11103, § 2, 11-28-00)

ARTICLE X. SUPPLEMENTAL PENSION BENEFITS[18]

Sec. 2-661. Special fund created.

There be and is hereby created a special fund to be known as the "supplemental pension fund."
(Code 1986, § 2-461; Ord. No. 11103, § 2, 11-28-00)

Sec. 2-662. Administration of fund by board of directors.

The supplemental pension fund shall be administered by a board to be known as the board of directors of the supplemental pension fund. Such board shall be composed of five (5) persons to be appointed by the mayor subject to confirmation by the city council. The board members shall

[18] **Charter reference**—Pensions and death benefits, §§ 3.35 – 3.52.

Cross references—City authorized to contribute to pension funds created and operated by labor organizations, § 2-7; social security for city employees generally, § 2-231 et seq.; minimum pension for teachers with 25 years' service, § 30-1.