

CAC –Adopted Meeting Minutes April 18, 2019

Present: Jason Telersky, Mike Apfelberg, June Caron, Beth Todgham, Carrie Schena, Betsy Houde

Absent: Tricia Casey, Jenn Bishop

Start: 5:08 pm; End: 7:00 pm

Minutes by: Mike Apfelberg

Discussion item: Approve 2/21 meeting minutes; June / Beth – all in favor

Discussion item: Review of how things went....

- How were funds distributed, if looked at as a portfolio
 - Child services were 35%
 - Healthcare was 25%
 - Housing 15%
 - Etc.....
- This might help us to maintain a reasonable portfolio
- How do we make sure to follow annual priorities
- Everybody was pretty happy with the new process
- Would like to have seen the budget, including sources of revenue, to be brought back into the application
- Are there other “financial” questions we might ask for within the budget?
- Is there a better way to add “units of service” to get past, present, and future?
- What about adding a “plead your case” question?
- Is there a way to make better / different the follow-up reports?
- What other things can we add or take away from the application?
- Potential moving the application date up so that we can begin evaluation directly after the holidays
- Increasing the range of the scale potentially or changing it so that there is a little more opportunity to differentiate scores

Discussion item: Renewing commissioners, let the Mayor know (Beth, Jason, Trisha) so you can be renewed in time

Discussion item: HUD Allocations received; CDBG 1% less; reduction of \$988; will be taken proportionately

Discussion item: Feedback from applications about elimination of in-person interviews; would we consider doing this again; would this work within the schedule; a few applicants weren't happy with their grant awards and felt that perhaps they could have been more successful if they presented in person; would time allow for interviews?; consensus was, probably not; timeframe is more compressed, there are more applications than their had previously been; there is the desire to be able to reach out for clarifying questions; perhaps we can articulate better up front our decision making criteria so that agencies understand how they will be evaluated; this can be included as information with application invitation in the fall

Next meeting: 9/12 at 5 pm – Process review and recommendations for changes for next year