

Human Services Committee Meeting

Monday, January 27, 2020

Present: Paul Brown, Ann Wade, Randi Potash, Cece Motz, Bill Cullinane, Joanne Donoghue, Susan Whitcomb, Mandi Speakman; Town Liaison.

Ann Wade, Chairman, called the meeting to order at 3:03 p.m.

A visitor, Gloria Hicks, introduced herself and said she is looking at possibly joining the Human Services Committee.

The minutes of the November 18, 2019 meeting were approved.

Ann stated she and Randi will appear before the Finance Committee on Feb 18, 2020.

Mandi has asked Theresa Malone of Monomoy Community Services for an update on the status of the Child Care Voucher Program. Mandi also stated the letter had been sent to Cape Cod Child Development to cancel their contract. After 60 days no response was received so the \$5500 is now available to go to the Child Care Voucher Program. The Town Manager has also reconstituted the Child Care stakeholders group. This is the group that met previously to discuss Pre-K vs Child care options and made the recommendation to add \$30,000 to the Child Care Voucher Program for FY2020. They will continue to look at other suggestions of the Chatham 365 group.

Mandi passed out copies of this committee's 2019 Annual Report and a program description, budget statement and prior years accomplishments that will be included in the May 2020 budget book.

Joanne suggested we think about inviting people who are recipients of funded agency services to consider serving on this committee. This will be a topic for future discussion.

Site visit – it was recommended we visit the new Outer Cape Health Services site in Harwich. Paul will set this up for either Feb 10 or March 9.

Incomplete RFPs – Mandi spoke with Town Manager. The standard for the Town is whatever is in the RFP stands, for example if the RFP asks for 20 pieces of information and anything is left out, the RFP would be considered incomplete. A response will be a letter from the Town Manager's office stating what is missing. The 'reasonable person' measure will be used to determine if the RFP could still be considered. Our committee member should identify any concerns to Mandi and Mandi will bring the concern to the attention of the Town Manager. Paul proposed we look through the RFPs during the meeting when we first receive them to try and determine if any RFPs appear to be incomplete.

Timeline for RFPs:

Release in June

Deadline in early August so committee can receive them during August meeting

Meet every other week until ready to recommend budget to the Town Manger at end of November.

Mandi will provide a draft of this year's RFP forms for committee members to review.

Mandi will talk with the Town Manager regarding extending the current Child Care Voucher Administrator contract. If the Town Manager decides not to do this, an RFP for Administrator of the Child Care Voucher program will need to go out as soon as possible so the program will be ready to administer funds to families on (or soon after) July 1 to help families pay for summer child care.

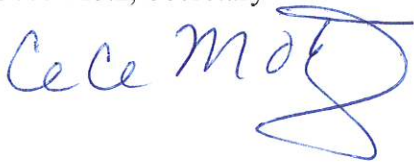
Randi asked if the Human Services Committee will be making a presentation to the Board of Selectmen this year? Mandi will check on that.

Joanne brought up the discussion currently going on in town regarding term limits for town committee members. She noted that if there were people waiting to serve on a committee perhaps term limits would need to be considered, but committees, such as ours, that have long-term vacancies might not need to have term limits. Bill stated he found it helpful when he first joined the committee to have long-term committee members with knowledge of the history of the agencies serving on the committee.

Next meeting: February 10, 2020 @ 3:00 pm - location to be announced

Respectfully submitted,

Cece Motz, Secretary

A handwritten signature in blue ink that reads "Cece Motz". The signature is stylized, with the first name "Cece" written in a cursive-like font and the last name "Motz" in a more blocky, capital-letter style. There is a large, looping flourish at the end of the signature.