

Provincetown Human Services Committee
Meeting Minutes: September 25, 2013

Members Present: Cynthia Franco, Karen Kelly, Donna Szeker, Gabriela Villegas,

Elected: Jean Knee

Members Absent: Kristin Hatch

Staff Present: Chris Hottle, Director COA/Public Health/Human Services

Maureen Hurst, Administrative Assistant COA/PH/HS

- Meeting called to order at 5:40 p.m.

- Cynthia Franco chaired the meeting until official appointment of a new chair.

- Public Speak: no one present

- K. Kelly made a motion to approve the minutes of the last meeting, G. Villegas seconded and the vote to accept the minutes was unanimously in favor.

- Welcome of new member, Donna Szeker and introduction of Jean Knee, who gave a short bio for the committee. After brief discussion, a motion was made by G. Villegas and seconded by D. Szeker to appoint Jean Knee as a member of the Human Service Committee, the vote was unanimously in favor.

- Election of a permanent chair was discussed then K. Kelly made a motion to elect Cynthia Franco as Chair of the Human Service Committee, the motion was seconded by D. Szeker and the vote was unanimously in favor.

- Timeline will need to be changed and C. Hottle will work out a new schedule and submit it to the committee.

- Agencies that do not get required reports in on time were discussed and a decision was made to call Gosnold, Lower Cape Outreach Council and Sight Loss Services and review with them the regulations stated in the RFP.

- Committee will go over RFP for discussion at next meeting and will determine then whether they need to meet with C. Fyfe re: John Henry Trust Fund (written report distributed tonight).

- Next meeting to be determined by timeline changes.

- Meeting adjourned at 7:01 p.m.

Respectfully Submitted,
Maureen Hurst