

**Provincetown Human Services Committee
Meeting Minutes: December 6, 2018**

Members Present: Donna Cooper, Elton Cutler, Joseph Murphy, Donna Szeker

Members Absent: Cynthia Franco, Karen Kelly, Jean Knee

Staff Present: Chris Hottle, Director, COA/HS; Shannon Corea, Adm. Assistant COA/HS

- Meeting opened at 5:32 pm by D.S.
- Motion: J.M. made a motion, in Chair's absence, to elect D.S. as temporary Chair, 2nd by E.C., unanimous.
- Public Speak: No public present.
- Approval of Minutes: J.M. made motion to accept minutes of 10 / 22 /18, 2nd E.C., unanimous.
- Review of FY 2020 RFP's:
 - 1) Director explained the RFP deadline was extended from 12/5 at 3:00 pm to 12/6 at 3:00 pm due to unplanned Federal holiday on 12/5 (Post Office closed). Notice of the extension was posted on the Town website. Committee in agreement with decision.
 - 2) Director gave overview of RFP review and decision process.
 - 3) Initial review of applicants for FY 2020 Human Services Grants was made by the Committee.
 - 4) Re: past discussion about pros and cons of setting an annual spending cap, Director recommended Committee add it to January meeting agenda to discuss for FY2021 funding cycle.
 - 5) D.C. asked for total of monies requested for FY 2020: \$100,590.00
- Next Meeting: Monday, December 10, 2018 at 5:30 pm.
- Meeting Adjourned at 6:15 by D.S.

Respectfully Submitted,
Shannon L. Corea, Adm. Asst. H.S.