

CONTRACT REVIEW COMMITTEE Minutes
Meeting of Wednesday November 18, 2009

Minutes of the Meeting of Thursday, February 04, 2010 at 12:00.

The meeting took place in the Town Building at 2 Fairgrounds Road Nantucket, MA 02554. Members of the Committee present were Mary Wawro, Rachel Rosen, Linda Williams, Christy Kickham. John Belash and Jack Gardner were absent. Maryanne Worth called the meeting to order at 11:16 AM.

Appoint a Chairperson: A motion was made and seconded to appoint Mary Wawro as chairman and Linda Williams and Rachel Rosen co-chairs. So voted unanimously.

CRC History: A packet was handed out explaining the formation of the Contract Review Committee (CRC). The HSCRC was established in September 1993 in response to confusion regarding appropriations to health and human services providers. At the 1993 Annual Town Meeting, the Finance Committee members were not familiar with the different services, and town meeting voters asked for accountability for funds. The HSCRC was created, and committee members were appointed by the Board of Selectmen from nominations from the Finance Committee (1 seats), the Board of Selectmen (1 seat), the Planning Commission (1 seat), the Council for Human Services (2 seats), and the community-at-large (2 seats). CRC annually reviews funding requests from health and human service providers. With the Town's annual needs identified and a thorough understanding of the resources that are available, an analysis of all requests is performed. The HSCRC makes funding level recommendations, for each request, to the Board of Selectmen and to the Finance Committee. The Town was able to reduce human services funding by 17% the first year (1994) and an additional 15% in 1995.

What's working and what needs improvement A packet of the evaluation criteria was reviewed that the committee which has been used over the years to evaluate the budget requests. The committee agreed to send a letter to each of the agencies prior to meeting asking additional questions to be answered in writing this year. The questions are: Is the service provided essential to the wellbeing of the community? (Be specific, how many people are involved, what is the nature of the service provided?), What percentage of your total budget does the grant represent, How is the Town money being spent?, Is there any other way that the agency could fund these services?, If you only received partial funding what project or service would be your priority. What would happen to the provided service if the grant is not approved?

Workshop: Maryanne is looking at having an informational workshop sometime in January for the committee that will explore possible alternative funding sources for the Town's health and human service funding. Speakers/information will include Public/Private partnerships (examples from other Towns), Foundation information (Associated Grant makers), and Community Benefits.

Meeting Schedule: Times and dates were set for the meetings as follows: Thursday December 3rd 3:00 to 5:00 pm / Monday December 7th 3:00 to 5:00 pm / Wednesday December 9th 3:00 to 5:00 pm / and Thursday December 10th 2:00 to 4:00 pm. If another meeting is required it will be set up at a later date.

Conflict of interest disclosures forms were handed out and reviewed. They are to be returned to the Town clerks office and also a copy to the human services office.

The meeting adjourned at 1:00 PM.

Respectfully submitted by

Ann Medina