

**Provincetown Human Services Committee**  
**Meeting Minutes: October 12, 2016**

Members Present: Elton Cutler, Joseph Murphy, Gabriela Villegas, Donna Szeker

Members Absent: Cynthia Franco, Jean Knee, Karen Kelly

Public Present: Charlotte Fyfe, Cape Cod Children's Place (CCCP)

Staff Present: Chris Hottle, Director COA/HS; Maureen Hurst, Adm. Assistant COA/HS

- Meeting opened at 6:14 pm by JM.
- Public Hearing opened at 6:14 pm by JM. Charlotte Fyfe from CCCP gave a brief history of the origin of the John Henry Trust Fund and reported that 28 families benefitted in FY 2016 totaling \$10,210. The most requested needs were for child care and housing costs. CCCP programs offered in Provincetown were reported to be highly successful.
- Public Hearing closed at 6:45 pm by JM.
- Approval of Minutes: DS made motion to accept minutes of 9/14/16, EC 2<sup>nd</sup>, unanimous.
- Old Business:
- Committee discussed other Lower Cape Towns' Human Services Grant Program processes per survey by COA staff. Variations among towns noted. Committee was satisfied with the present method Provincetown is using.
- The Town of Provincetown allocation for the Department of Veterans Services/Veterans Agent was discussed.
- Committee reviewed entire RFP with recommendations for changes.
- Motion made by JM to approve FY 2018 RFP with recommended changes. GV 2<sup>nd</sup>, unanimous.
- New Business:
- Concern over the limited response by agencies to the report status letters sent out last month was voiced.
- Next Meeting: Wednesday, December 7, 2016 at 5:30 pm.
- Meeting adjourned at 7:50 pm by JM.

Respectfully Submitted,  
Maureen Hurst, Adm. Asst.