

'12 JAN 17 2:35PM
ORLEANS TOWN CLERK

Approved: 5-0-0

11/29/11

TOWN OF ORLEANS
HUMAN SERVICES ADVISORY COMMITTEE
Minutes of 11/8/11
9 am Namequoit Room, Orleans Town Hall

Present: Mary Lyttle, Chair, Pam Chase, Arlene Cohen, Gail Meyers Lavin, Robert Singer; Myra Suchenicz, Asst. Town Administrator (ex-officio), **Absent:** Margie Fulcher, Board of Selectmen liaison.

The meeting was called to order by the Chair at 9:05 pm.

Motion to accept the Minutes of October 14th, 2011 was made, seconded and voted unanimously 5-0.

Twelve applications were received for the FY 2012 – 2013 review. All were complete except for Elder Services, which appeared to have used the previous year's application and did not submit the new Summary Sheet. During discussion, Gail moved to disqualify their application. It was not seconded. After confirming with the Asst. Town Administrator that the committee had the discretion to offer Elder Services an opportunity to complete the correct application, it was agreed by consensus that the Chair would write a letter advising them that to be eligible for FY 13 consideration, they had 5 business days from receipt of her letter to submit a complete new application and Summary Sheet.

Ten of this year's applicants applied in FY 12, and Outer Cape Health Services and CapeAbilities were the remaining two. The AIDS Support Group of Cape Cod did not apply this time.

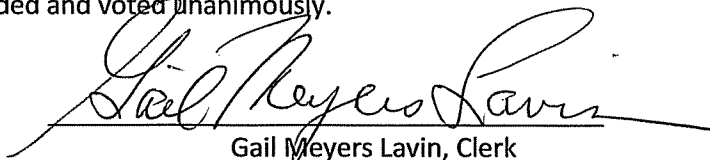
The committee was shown copies of a disclosure form from the town's main web page. Myra said that the form is not current. Town Counsel has been asked to review it and recommend a policy and procedure to meet the requirement for all employees and volunteers on town multi-member bodies to sign a disclosure form for the Board of Selectmen periodically.

Before distributing the applications by the process agreed earlier this year, Bob suggested it be modified to let the new members review applications for 2 cycles before re-distributing them. This was agreed by consensus for Gail and Bob this year – Also to add to FY 2014 application a note to not staple the Summary Sheet (for easier copying). Summaries were distributed to all members, and below is the list of organizations and reviewers:

ORGANIZATION	REV. MEMBER INIT.
CapeAbilities	PC
Cape Cod Child Development	ML
Consumer Assistance Council	PC
Elder Services of CC&I	BS
Gosnold Inc.	GML
Homeless Prevention Council	ML
Independence House, Inc.	AC
Lower Cape Outreach Council	GML
Orleans After School Program	BS
Outer Cape Health Services	AC
Sight Loss Services	BS
South Coast Legal Services	AC

Motion to adjourn at 9:50 am was moved and seconded and voted unanimously.

Submitted by:


Gail Meyers Lavin, Clerk