



Cambridge Human Services Commission
Meeting Minutes
June 8, 2017
5:30 – 7:30 pm
Citywide Senior Center
806 Massachusetts Avenue
Cambridge, MA 02139

Commissioners present: Julie Asher, Christine Elow, Christopher R. Hall, Anna Leslie, Sumbul Siddiqui, Nan Stone, Rev. Lorraine Thornhill

DHSP staff present: Janice Alger, Mike Payack (recorder), Ellen Semonoff

Ellen Semonoff welcomed members of the Commission.

Mike Payack reminded Commissioners that, during the May Human Services Commission meeting, the Commission established a plan for allocating the Public Services portion of the City's FY2018 Community Development Block Grant (CDBG) allocation. At the time of the May meeting, the City had yet to receive its FY2018 CDBG funding allocation from HUD. Mike reminded the Commission that, since the City is anticipating a funding cut to its CDBG allocation, per the Commission's recommendation, the City invited current satisfactorily-performing CDBG subrecipients to apply for renewal funding at their FY2017 base level, while leaving a portion of the funding "unallocated" to act as a buffer between subrecipients and any potential cut to the City's overall CDBG allocation. DHSP staff issued applications for renewal funding to CDBG subrecipients shortly after the May Commission meeting. As expected, all FY2017 CDBG subrecipients applied for renewal funding for FY2018. Copies of the submitted applications were forwarded to members of the Commission for review prior to tonight's meeting.

Ellen mentioned that Mike shared observations of currently funded CDBG projects at the Commission's last meeting. Mike reiterated that all FY2017 CDBG subrecipients are currently in good standing.

Prior to reviewing the FY2018 applications as a group, the Commission reviewed the established criteria upon which applications would be evaluated:

- Extent to which the proposed program addresses an unmet need in the community
- Quality and appropriateness of the proposed program plan, budget, and performance measures
- Extent to which CDBG dollars would pay for services rather than central administrative costs
- Ability of an agency to supplement the proposed program through in-kind or other resources
- Ability of the agency to provide the proposed service and to meet CDBG requirements

After reviewing the applications as a group, members of the Commission agreed to recommend FY2018 renewal funding for all currently funded CDBG subrecipients at their FY2017 base level.

The Commission confirmed their recommendation that, if the City's overall CDBG allocation is not cut or if the decrease in the City's allocation is less than the "unallocated" amount, DHSP and the Human Services Commission will hold a formal process whereby existing CDBG subrecipients will be invited to apply for this additional funding in support of their current CDBG-funded program or to address a particular unmet need in the community in the fall of 2018.

Mike Payack announced that the Human Services Commission will break for summer and resume meeting in September 2017.

Meeting adjourned.

Respectfully submitted,

Mike Payack
DHSP/Planning & Development