



Proposed Minutes for September 6, 2023

Contract Review Committee

Meeting

Town of Nantucket
131 Pleasant Street
Nantucket, Massachusetts 02554
www.nantucket-ma.gov

Contract Review Committee: Dorothy Hertz (At-Large, Chair) Linda Williams (At-Large) John W. Belash (At-Large, Vice Chair) Sue Mynttinen (CHS Rep) Veronica Bolcik (CHS Rep) Joanna Roche (FinCom Rep) Berthl Johnson (NP&EDC Rep)

Staff: Jerico Mele, Heather Nardone, Tomeka Gary

~MINUTES~

Wednesday, September 6, 2023

131 Pleasant St, Trailer

This meeting was held via remote participation using ZOOM and YouTube.

Staff in attendance: None

Remote Staff: Jerico Mele, Human Services Director; Heather Nardone, Public Health Coordinator; Tomeka Gary, Office Manager

Attending Members: None

Remote Members: Veronica Bolcik, Joanna Roche, Linda Williams, Sue Mynittinen

I. CALL TO ORDER: Meeting was called to order at 1:16

III COMMITTEE ACCEPTANCE OF AGENDA: Agenda was accepted at 4:03

III.ANNOUNCEMENTS: None

IV. PUBLIC COMMENT/DISCUSSION: None

V. MEETING

4:07 Jerico- I spoke with WPI we have been approved. The WPI program director and the students will meet with me tomorrow remotely and we should have a good idea of what they're going to need from us. I will then figure out what they want in terms of oversight from us. After I have that information, we can use that to figure out if we're going to meet regularly for the oversight and how we want to handle that part of it. RFP is out and is being hosted at the procurement office website because that puts it into their system and allows them to do batch updates that looks to be how they want to be doing things from now on. You can still send out copies of the RFP and they can be sent to me but if people want to get regular updates or ask questions that are essentially answered they should go to the procurement page which I will send out tomorrow to all your members if you want to pass it along. Then the collection date for that is the 20th during the week proposed tentatively and the date on the 25th which is the Monday after their after they're collected so that we'll have a long weekend to read through them. I'll send the packets I'll tell everyone how many we got and what, where and how many applications and what organizations they were and then I'll send out the packet like I did last year which is all the RFP in a single document hopefully by the 21st which is the Thursday before that weekend are going to be standing and stepping in and helping me quite a bit this year because there's a lot happening and we're doing quite a few change. Other than that, I don't know how well have to try and plan out our meetings pretty quickly. We want to get the evaluations done. The money is encumbered it can be released as soon as the first approved invoices are sent in. And that's basically it. We're just waiting on applications and then evaluating and then rendering judgment and we can get the behavioral health grant wrapped up. The next announcement I want to make is we want to have a meeting with us before the CRC process starts. And I'd like to have a meeting with the providers so that we could talk about how we want to handle reporting. Other than that, we're good to go. I just wanted to have this meeting to make sure that we all are on the same page.

And that you guys know the committee members know that Heather and Tomeka s in terms of the actual process and how we do the back end and a lot of these grants.

7:10 Joanna-Okay, that sounds good. Have we gotten any response so far?

Jerico 7:15

So I cannot see them until like they're in the procurement system. So, the official requests. I'll know Elise is going to tell me once a week when she checks the site, as well as if there's any questions that pop up. Based on the RFP we put out any of the RFP eyes we received earlier in the year could go with minor very minor changes be turned into RFPs that would meet this format. So, I'd anticipate we're at least getting six as a lower bound. I've also talked to about three or four people about the behavioral health Grant who had organizations that were that were considering applying since we talked, and I've added them to the mailing list that we have. If you have anyone you think of or anyone we talked to earlier. Feel free to reach out and direct them my way and I can connect them to the procurement page. But basically, we just want to make sure a lot of people are out there getting that RFP done so that we have a nice selection of things.

8:18 Joanna-Okay, so are you saying that we're going to have a meeting on Monday the 25th

8:23 Jerico-That is the hope for us to do that first discussion of all of the different proposals and then break down who wants to do who wants to or what the need for site visits are for this? And then to figure out the dates for when we have the question-and-answer sessions. I think we proposed a three to four time period we can be flexible in that. That's fine. Me. Okay. And that's, I think all my major updates. Was there anything we mentioned that I didn't cover?

9:00 Veronic-It's not having to do with the youth behavioral health, but you did give us a view of the funding of the other.

9:13 Jerico-So we and that's like that's an excellent point. I should say that on the record is that it looks very much like is it 99% sure that we will not have a cannabis grant this year due to changes in state law, but that a increase in the CRC allotment is potentially in in the offering. I don't know how much or to what level, but it does look like we're going to have roughly the same total amount of money to distribute this year. Despite the fact we will not have that separate fund from the cannabis grant. I don't want to talk too much more about it until I have more information. But it looks like there's a potential for increased human services spending all the time. Thank you.

9:58 Joanna-Okay, so then I have I can ask a question about that.

10:02 Jerico-Of course. I may not be able to give you an answer.

10:05 Joanna-There's still a possibility that we could ask for more money.

10:10 Jerico-Yes, we have not had our allotment announced. When we do hear that that would be when we would, we would have to make a case for a larger allotment. And I think that if we do make that determination, we should do so as part of the contract review committee process. We should do it. If we think that there is insufficient funding in there rather than spinning off this, you'd like something like yes, yes,

10:34 Joanna -that's my reason for bringing this up. So I want to make sure that we understand that timeline as a group as to can discuss what we would like discuss the case and identify those dates that we would need to make any type of a presentation

10:51 Jerico- I am hopefully going to be having someone from finance come in and give us a breakdown of like the cliff notes of procurement for you guys. So that specifically we have a a better understanding of how to build our programming out and what we can do to make reporting easier and what we can do to make sort of system level information tracking so that we can be like this, this WPI thing is specifically so we can get a benchmark so that next year if we do the study, again, we can see what impact programming for that year it's had. We really haven't done any data driven stuff at all. So that is

11:37 Joanna -small. Okay, so, like budgets are due soon. Yes, Jericho. And so citizens warrant articles that are due by November and I know some of the things that are being discussed there. But I definitely you know what, when do you have to submit your budget

11:59 Jerico-So I do not have a specific date because I have not been involved in this process previously. I just got it. I was informed well after the fact, so I do not know specifically when this has happened to be I do have a meeting scheduled with Brian for, I think, the middle of next week. And that is where we're going to be having regular meetings going forward where we touch base once a month on all this stuff specifically. And at that point, I'm going to be like so when I start messaging him and I start doing the deliberations on this youth grant. Is there anything you can tell me about what's coming down the pipe? But I don't know how those determinations are made. I also met with a member of Fin comm whose name escapes me at this point. Specifically,

12:49 Joanna -Jeremy bloomer,

12:51 Jerico-yes and we, we had a discussion about this, sort of try to explain them. This is not a philanthropic process. These are core services that we're delivering to citizens.

13:24 Sue-I had a quick question. Did we paint ourselves into a corner when we asked for this? Youth behavioral health? Extra money? Did we promise I wasn't part of the committee that, but did we say we will ask for more money

or anything

13:42 Jerico -like that? No, we tried. As I remember the case that we made before the Select Board where it actually got approved. Our specific case was that we needed this money out of sequence from the financial like the fiscal year, and we did not I believe make any commitments in terms of allotment. And through that process, we got to that's when I believe it was done, who mentioned that, that more money shouldn't be allocated this, which I think is what got us started. We're not I would imagine it's going to come in chunks of money that aren't like, I don't think they're doing a needs assessment determine the funding. I think it's going to be what makes sense budgetarily a round number was, but I am we have not closed off the possibility of getting more.

14:32 Joanna -I would agree with that. And also, the deck has been reshuffled because of the canvas. Yes.

4:38 Veronica -But we will have the amount before we do the CRC regular RFPs go out,

14:49 Jerico-I hope. I hope to have that amount determined before the youth grants are decided. That is my idea so that we can use that to inform both what the allocations with the youth grant are and so that we can message effectively to dance with nonprofits to give them a kind of a scope on what they should be.

15:07 Veronica-Going back to your point. It's at that point if we see that we might want more money that's the point that we asked

15:19 Jerico-before November so ideally, I'll get this I'll get I'll be getting this information during youth behavioral health grant then we put together a proposal what we're asking for. Alright, in the interest of time.

15:33 Joanna-Jericho, I have a couple of questions. I'll call you directly

15:35 Jerico-Yeah, please do you have any time tomorrow?

15:38 Veronica -Okay, thank you. No problem. Anything else at this point? Otherwise, I will call for a motion to adjourn. All right. Okay, Joanna. I, Linda, Sue. And myself, Veronica, I. So, the meeting is adjourned at 7:04pm. Thank you very much.

VI. ADJOURNMENT: Meet Adjourned at 7:04 pm