Contract Review committee Meeting

Town of Nantucket

131 Pleasant Street

Nantucket, MA, 02554

www.nantucket-ma.gov

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

Staff: Jerico Mele, Alexandria Richards

~~MINUTES~~

Thursday, September 19, 2024

131 Pleasant St, Trailer

This meeting was held in person with remote participation using ZOOM and YouTube.

Attendance: Veronica Bolcik, Sue Mynttinen, John W. Belash, Joanna Roche, Linda Williams

Staff: Jerico Mele

I. ESTABLISH QUORUM
Quorum was established @10:15 AM.

II. APPROVAL OF AGENDA
Linda motioned to approve agenda, seconded by accepted by all members in attendance

III. PUBLIC COMMENT
No comment

IV. APPROVAL OF MINUTES FROM 01/18/24, 02/15/24 & 03/18/24
Linda motioned to approve all minutes with January 18, 2024, needing to be amended to include the date and update the correct start time to 10:06 am. Sue seconded, and it was accepted by all members in attendance. (3:03)

V. ELECTION OF OFFICERS

Sue motioned to nominate Joana as Vice chair, seconded by Linda and it was accepted by all members in attendance.

VI. DISCUSSION OF RFP FOR FY26

Committee members discussed the following revisions

Question 1: Committee decided to edit the word count requirement and decide to not have a maximum word limit.
Question 2: no changes
Question 3: add in a 3a question to clarify if the program will be in person or remote
Question 4: added in wording to clarify the past number served for past programs and expected to serve for new programs.
Question 5: Adding this question to a table/chart to have applicants type in numbers to answer. Jerico will expound on question parts for this specific question from his list.
Joana left meeting (35:39)
Question 6: Jerico would like to keep this question separate
Question 7 & Question 8: Committee suggested collapsing these questions together and requestion applicants to attach specifics on how they will measure example surveys.
Question 9: no change
Question 10: no change and in 10a add to the table instead of expounding on the original question. Clarified that they are only asking about grants that they are requestion for the specific program not for the whole organization
Question 11: confirmed the reports needed.
Question 12: Jerico suggested pulling that and just asking the volunteer question in the interviews.

VII. DISCUSSION OF RUBRIC FOR FY26

Not Discussed.

VIII. FINALIZE SCHEDULE FOR RFP RELEASE, AND EVALUATION PERIOD MEETINGS

Not Discussed

IX. DISCUSSION OF REGULAR MEETING DAYS

Committee discussed meeting on Fridays biweekly in the morning at 9:00 am

Next Meeting September 27th @9:00am

X. OTHER BUSINESS

Not discussed.

XI. ADJOURNMENT

Linda motioned to adjourn, second by Sue and John and accepted by all members in attendance. (53:15)