



CITY OF WORCESTER

CITIZEN ADVISORY COUNCIL

MINUTES

CITIZEN ADVISORY COUNCIL MEETING

Wednesday, October 15, 2014 6:00 PM

Worcester Public Library, Banx Room

Present: District 5, Steve Genduso, Chairperson
District 1, Richard Trifone
District 1, Coreen Gaffney
District 3, Wilberto Soto
District 4, Jesse Gibson
District 5, Douglas Hannam

Excused: District 3, Tina Baxter
At-Large, Angela Jones

Absent: District 4, Theodore Kostas

Staff: Jeannie Michelson, City Manager's Office
Pamela Callahan, Human Resources Department

Guest: Greg Baker, Director of Neighborhood Development
Sandra Bisson, Applicant for Elder Affairs
Talena Ngo, Worcester Citizen

1. Steve called the meeting to order at 6:10pm.
2. Steve asked if anyone had questions about the minutes from May 28, 2014.
3. It was motioned to approve the minutes. Minutes were approved.
4. Tabled agenda item to interview Sandra Bisson due to lack of quorum (Doug recused)
5. Guest: Greg Baker, Director of Neighborhood Development Division
 - a. Oversees the CDAC program that has 3 vacancies in districts 2,3 and 4
 - b. Talked about being proactive in search to fill 3 vacancies on the CDAC
 - c. Skills they are looking for are described in promotional flier (attached)
 - d. They are also advertising via a commercial on local cable channel
6. CAC Rules and Regs
 - a. Steve asked that CAC review the rules/regs to see if anything should be added/taken away
 - b. Steve asked members thoughts relative to attendance/quorum and how to resolve
 - i. Rich said 6pm start – everyone should be there for start of meeting
 - c. It was announced that Chris Robarge resigned and Angela had just submitted her intention to resign from the CAC.
7. Interview: Sandra Bisson for Elder Affairs
 - a. Pam discussed the conflict of interest rules as it relates to voting on family members. This is a grey area and based more on the perception of favoritism than

it is on the type of relative. She went on to talk about the clause of what is “in the best interest of the public.”

- b. The CAC determined that it was in the best interest of the public to allow Doug to vote on his cousin’s nomination because, without his vote, Sandra would not be able to be considered for the third time due to a lack of quorum.
 - c. It was motioned to support the City Managers consideration of Sandra Bisson regardless of a validity of the CAC vote.
 - d. Sandra Bisson: Elder Affairs Commission – 6 - 0
8. Steve and Coreen will work on defining “family” as it relates to voting to nominate individuals for boards and commissions. The definition will be considered by the full board prior to adding it to the CAC Rules and Procedures handbook.
9. Outreach:
- a. NAACP – Angela offered her resignation by email (pending) but said she would provide an update of the NAACP meeting.
 - b. Accent on Ability Radio Show – Steve talked about attending the radio show on Tuesday.
 - c. Workforce Development events –Wilberto is attending the volunteer Fair at Workforce Central at 11am on Thursday, October 16, 2014. He said the event is held monthly. He will write a summary and send it to Jeannie for inclusion with the November 20th agenda.
 - d. Faith Based Organizations – Jesse has been meeting with pastors in the community relative to the Ebola crisis. He is scheduled to meet again on October 18th and will discuss opportunities on boards/commissions. He will prepare information and send to Jeannie for inclusion with the November 20th agenda.
 - e. Outreach discussion:
 - i. Steve talked about the importance of attending events to recruit candidates for all boards and commissions.
 - ii. Steve met with Jordan Levy and will be on his show on Tuesday, October 21, 2014 at 3pm.
 - iii. Steve will contact Jim Polito to gain access to his show as well.
 - iv. Pam talked about how the CAC’s main goal is to recruit. She discussed events she has attended for employment and board/commission recruitment:
 1. Opportunities Fair and – has been very well attended and well received for both jobs and volunteers.
 2. Pride Festival – well attended but people weren’t there for jobs – did hand out a lot of CAC fliers.
 - v. Doug talked about his experience at the Opportunity Fair at Worcester State as opposed to the UnCommon Job Fair at City Hall. The UnCommon Job fair participants were not looking for volunteer opportunities at all. People were more receptive at the WSC Opportunity Fair.
 - vi. Wilberto would like a list of crime watch meetings and will plan to attend some to recruit.
 - vii. Coreen and Steve asked about a monthly list of events. Jeannie agreed to pull what was available from the on-line calendar on the City’s website to put in a list form to email.

- viii. Discussion about polling places – reminder that we must be 150 feet away from entrance.
- ix. Discussion about windshield fliers – need permission from the City Manager’s Office. Jeannie will check and report back.

10. Smart Goals / Strategic Priorities

- a. Coreen said the list needs to have action items added.
- b. Steve talked about what we are already doing, radio, newspaper, TV, attending events – What else should we add?
- c. Pam likes the idea of attending recurring events.
- d. Discussion about putting together a timeline of events including cable TV ads.
- e. CAC would like Judy and/or Jessica from Cable Services to attend next business meeting to discuss and schedule filming. Jeannie to make arrangements and ask Judy/Jess to bring calendar of available dates/times.
- f. Applications will be made available at City Council meetings. Coreen is willing to come to a meeting with a robust agenda to talk to people about boards/commissions.
- g. Steve discussed an open house to include board chairs
 - i. Coreen suggested fashioning it into a “CAC Night” where the public could talk with Chairs of boards about their appointment experience.
 - ii. Refreshments would be offered and provided voluntarily by CAC and Staff due to lack of budget.
 - iii. Tentative Date of event is April 2015.

11. Discussion about list of current opportunities.

12. Schedule of 2015 Meetings:

2015 CITIZEN ADVISORY COUNCIL MEETING SCHEDULE

DATE	DAY OF WEEK	TYPE	TIME	LOCATION	
January 12, 2015	Monday	Selection	6:00pm	TBD	TBD
February 10, 2015	Tuesday	Business	6:00pm	TBD	TBD
March 10, 2015	Tuesday	Selection	6:00pm	TBD	TBD
April 16, 2015	Thursday	Business	6:00pm	TBD	TBD
May 20, 2015	Wednesday	Selection	6:00pm	TBD	TBD
June 11, 2015	Thursday	Business	6:00pm	TBD	TBD
September 1, 2015	Tuesday	Selection	6:00pm	TBD	TBD
October 21, 2015	Wednesday	Business	6:00pm	TBD	TBD
November 12, 2015	Thursday	Selection	6:00pm	TBD	TBD
December 8, 2015	Tuesday	Business	6:00pm	TBD	TBD

13. Coreen asked if the December 10th meeting could be changed to Tuesday, December 2nd due to her work travel schedule. All members present agreed to the change. Jeannie will update the location.
14. The next meeting is a selection meeting on **Thursday, November 20th at 6pm at the Worcester Senior Center, 128 Providence Street.**
15. Meeting was adjourned at 7:40pm.

/jmm

Approved 11/20/14