

City of Worcester, Massachusetts

Edward M. Augustus, Jr.
City Manager



Michael E. Traynor
Chief Development Officer
Executive Office of Economic Development

Gregory J. Baker
Director
Neighborhood Development Division

**Community Development Advisory Committee
City Hall, Room 401
455 Main Street
Worcester, MA
Wednesday, March 9, 2016
6:00 PM**

MEETING MINUTES

CDAC present: Edward Moynihan (Chair), Mark Borenstein (Vice Chair), Martha Assefa, Nicola D'Andrea, Ariel Lim, Dana Strong, Daniel Whalen

CDAC absent: Tracey Pakstis, Paula Stuart, Matthew Yalouris

City Staff: Greg Baker, Steve Hill, Anthony Miloski

1) Call to Order

The meeting was called to order by Chairman Ed Moynihan at 6:06 P.M.

2) Review and Approval of 2/17/16 minutes.

There were no changes suggested to the 2/17/16 CDAC meeting minutes, and a motion was seconded and passed to vote their approval. The CDAC voted 6-0 for their approval.

3) Review of the Yr. 42 CDBG allocation process and recommended improvements/changes.

Greg Baker reviewed the process whereby the evaluation scores received from the CDAC were added to those generated through review by the Neighborhood Development Division in order to inform the proposed Year 42 funding recommendations which are planned to be presented to the City Manager for his transmittal to the City Council on March 22, 2016. CDAC members will be informed when the City Council plans to hold their review hearing through their Health & Human Services Committee.

A copy of a letter dated February 26, 2016 from Edward Moynihan, Chairperson of the Community Development Advisory Committee to the City Manager regarding Recommendations for Year 42 / Fiscal Year 2017 Community Development Block Grant (CDBG) funding was provided to all CDAC members. CDAC members and City Staff discussed the following suggestions which had been presented in the letter:

- Explore ways to fund new yet potentially qualified applications or agencies
- Consider funding established public service agencies for two years of funding
- Seek ways to promote more collaboration among public service agencies
- Increase and improve the committee's performance
- Continue with the bi-annual meetings with the Housing Division

Some of the suggestions that arose from the discussion included:

- Explore ways to more effectively engage applicants on the “front end” (pre-application) phase of the application submission cycle to minimize application discrepancies
- Improve the “transparency” of the application scoring system
- Dedicate a percentage of funds for new applicants/programs
- Institute funding caps/provide “seed money” for new proposals
- Start the overall process earlier to give more time for the review and rating of applications
- Concerns were raised that increased funding for programs administered by City departments, would “eat away” at the amount of funds available for non-profits

Going forward, it was noted that terms of several CDAC members were due to expire at the end of June and that it was important that members renew their memberships. Martha Assefa indicated that she would not likely renew her membership given that her impartiality would be severely compromised as a result her new job in which she now works very closely with almost all of the area non-profit agencies. Similarly, Mark Borenstein indicated that he would resign from the CDAC (effective after the City Council concludes its Year 42 funding recommendations review process), given that he will be representing several of the major non-profit agencies that receive CDBG allocations. City staff asked that those members who would be resigning from the CDAC submit their resignation letters as soon as possible in order to expedite the vacancy replacement process.

[Martha Assefa had to leave the meeting at 6:48 P.M. for another commitment].

CDAC proposed that their bi-annual meeting with the Housing Development Division be scheduled for Wednesday, June 1, 2016.

4) Adjournment

As there were no more items for discussion, the meeting was adjourned at 7:00 PM.