



DRAFT

Quick Report

Human Services Advisory Board

Members Present: Mary Andrews, Deborah Finken (Vice Chair), Kathryn Henz, Rex Mercer Julie Spero, Josh Ravitch, and Michele Zembow

Members Absent:

Council Liaison: Donna Bell

Staff Present: Jackie Thompson

Meeting Date: October 5, 2015

Agenda Item	Discussion Points	Motions/Votes	Actions
Call to Order	Call to Order	The Chair called the meeting to order at 7:03pm.	The Chair determined that a quorum of the Board was present.
Minutes	Board considered adoption of action minutes for the August 31, 2015 meeting.	Julie Spero made and Josh Ravitch seconded a motion to approve the August 31, 2015 minutes. The vote was 7-0	The motion was passed unanimously.
Announcements Update on Needs Report	Jackie informed the Board that the School of Government has been contacted about conducting a Needs Assessment. A representative from the School		



DRAFT

Quick Report

Human Services Advisory Board

<p>2015-2016 Needs Report</p>	<p>of Government informed us that none of the MPA classes currently incorporate this type of project into their classes. They also stated that there may be some interest among others that would contract with the Town. The Board asked Jackie to contact the School of Social Work and Public Health to see if there may be any interest among those students.</p> <p>Jackie reminded the Board that the Needs Report will be due to the Town Council in January. Therefore, we will need to have it prepared and voted on at the December meeting</p>		
--------------------------------------	---	--	--



DRAFT

Quick Report

Human Services Advisory Board

Election of Officers	Election of Chair and Vice-Chair. After discuss about the nomination for Vice-Chair the Board decided that a paper ballot would be needed.	Mary Andrews made and Michelle Zembow seconded a motion to elect Deborah Finken as Chair. The vote was 7-0 The Board voted by ballot 4-3 to elect Josh Ravitch as Vice Chair.	The motion passed unanimously.
Adjournment		Kathryn Henz made and Julie Spero seconded a motion to adjourn.	The meeting was adjourned at 8:25pm.