

Town of Exeter
Human Services Committee Meeting
April 19, 2018

In attendance: Chris Soutter, Amy McLaughlin, Sherri Nixon, Sheri Riffle, Russ Dean

Meeting called to order at 11:39 a.m. in the Wheelwright Room.

1. Discussion on committee's charge.
 - a. Sherri will work on updating the charge and present it at the next meeting.
 - b. To include when and how decisions are made.
2. The committee also discussed updating the HS application and letter to agencies.
 - a. Discussed taking an RFP approach.
 - i. Would send a letter to current agencies on the new process.
 - ii. One reminder would be sent before the application deadline.
3. Discussed a new application deadline of July 30th. The applications would go out June 15th.
4. Russ mentioned attending the June 4th Select Board meeting for them to review the updated committee charge/form/process.
5. Discussed developing a methodology on how the committee will handle overall funding increases.
6. The committee decided to keep the division of agencies that were set last year to review, because it eliminated any conflicts.
7. The committee will be meeting again May 7th and May 30th at 10 a.m. to discuss:
 - a. Timeline
 - b. Process and responsibilities
 - c. Elect a chair and minute taker

The meeting adjourned at 12:55 p.m.

Respectfully submitted,
Sheri Riffle