



# CITY OF WORCESTER

## CITIZEN ADVISORY COUNCIL

### MINUTES

### CITIZEN ADVISORY COUNCIL MEETING

Wednesday, February 15, 2012 6:00 PM

Worcester Public Library, Dr. Green Room, 4<sup>th</sup> Floor

Present: District 5, Steve Genduso, Chairperson  
District 1, Richard Trifone  
District 3, Craig Olson  
District 4, Theodore Kostas  
District 5, Margaret Manoogian  
At-large, Coreen Gaffney

Excused: District 1, Pedro Figueroa, Vice Chairperson  
District 3, Christopher Condon  
District 4, Christopher Roberge

Staff: Jeannie Michelson, Human Resources

1. Steve called the meeting to order at 6:15pm.
2. Steve asked if anyone had questions or comments on the minutes from 1/25/12
3. Rich discussed the guest at the last meeting, Judy Warren. There was discussion about the videos Judy would be working on with the CAC. Rich would like to invite Judy to another meeting to explore the options and steps needed to create the videos.
4. Steve asked if there were any further questions about what each CAC member looks for in an applicant. Craig clarified that he wanted to be sure he was on the same page as other members.
5. Discussion about revising the application, including doing away with the resume/cover letter and having a 2<sup>nd</sup> page with questions relating to boards/commissions interest. Craig will prepare a sample revised application for the March business meeting.
6. Craig Olson and Coreen will not be able to attend the March meeting. Steve said that the meeting date will remain the same. If everyone else attends there will still be a quorum.
7. Subcommittee – Steve gave an overview of the subcommittees and asked each member which they preferred. He asked that each subcommittee meet before the March business meeting.

*Clarification: All subcommittees must meet in a public place and post their meeting notice and agenda with the City Clerk at least 48 hours in advance of the meeting. Meeting minutes are also required. Please contact Jeannie so she can have the meeting posted.*

8. Subcommittee assignments as follows:
  - OUTREACH: Chris Roberge, Rich Trifero, Margaret Manoogian
  - QUALIFICATIONS: Craig Olson, Ted Kostas
  - SELECTION: Chris Condon, Pedro Figueroa
  - RULES and REGULATIONS: Steve Genduso, Coreen Gaffney

9. Jeannie will send an updated CAC contact list to all members as well as the CAC Rules and Regulations.
10. The next meeting is a business meeting on March 13, 2012 in the Banx Room of the Library.
11. It motioned and voted to approve the minutes from the meeting of 1/25/12.
12. Meeting adjourned at 6:45pm.

/jmm

Approved 4/18/12