

# City of Worcester, Massachusetts

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City of Worcester  
Community Development Advisory Committee  
City Hall, Room 402  
Monday, February 25, 2013  
5:30 PM

## MEETING MINUTES

### 1) Call To Order

Chairperson Amy Mosher opened the meeting at 5:35.

### 2) Approval of Meeting Minutes – 2/11/13

Minutes were approved by unanimous vote

### 3) New Business

#### a) Make-up Proposal Presentations of three (3) CDBG applicants

Worcester Community Action Council (EITC Coordination), Community Legal Aid (Tenant discrimination) and Central Ma Housing Alliance (Elder Home Repair) competed 3 minute presentations with a short question and answer period following each presentation

#### b) Format of allocation process & timetable

After a short discussion, CDAC members voted to cancel scheduled meetings on March 11 and 25, add another meeting April 1<sup>st</sup>. This would allow sufficient time to review and discuss all proposals. The group will focus on Affordable Housing applications at the next meeting on March 4<sup>th</sup> with Public Services discussed on March 18<sup>th</sup>.

#### c) Application review & recommendation process

The role of CDAC in developing recommendations was discussed. Staff suggested that CDAC develop a level of general ranking such as fund totally, fund partially or don't fund for each proposal, rather than attach a specific dollar amount for programs. Members also had the score sheets to rank programs. A suggestion was made to initially group ranking of applications in a way where consensus would emerge and begin to separate the strong proposals from the weaker ones. Differences of opinions would be discussed. The following rating system was adopted: A – yes, B – no, C – 2<sup>nd</sup> tier priority and D - 3<sup>rd</sup> tier priority.

The meeting was adjourned at 7:35

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