

HUMAN SERVICES ADVISORY COMMITTEE
 Thursday, January 15, 2026
 Skaket Room, Orleans Town Hall

Present: Susan Chandler, Richard White, Fran Kelly, Fran Mustaro, Barb Hartford,
 Meff Runyon (Select Board Liaison)

Absent: Alex Fitch (*ex officio*)

Agenda Items

- **Call to Order**
 Susan called the meeting to order at 11:00 a.m.
- **Public Speak**
 None
- **Announcements**
 - Committee members must complete Conflict-of-Interest training for 2026.
 - Select Board passed a year-round childcare stipend of \$7000 for Orleans residents with children ages birth to 4 years old. The stipend goes to the provider, not the family. There are no income requirements.
 - To accommodate the annual budget schedule, we should complete review of applications by mid-February.
 - Requests from applications total \$185,700; \$14,300 remains in our budget. Members are encouraged to reach out to other potential applicants.
 - The Town budget will be online, accessible to all.
 - Susan requested that IT expand the boxes on the application to the size of the responses.
 - Members can view all 501(c)(3) IRS 990 forms. It is suggested that those forms be reviewed for each FY27 applicant.
 - Nauset Regional High School renovations are complete and tours are available to the community. Community meeting space is available.
- **Approve Minutes**
VOTE: Fran Kelly motioned and Fran Mustaro seconded approval of the December 18, 2025 minutes. Approval was unanimous.

Old Business

- **Update on the Navigator Program**
 Jennifer Ferren from the Navigator Program will attend our next meeting, 1/29 at 11:15 a.m.

New Business

- **Continue Committee Review of Applications**
 - Fran M. presented the application from **Housing Assistance Corporation**. There are two aspects to the organization:

1) Acquisition of properties to develop housing and provision of emergency shelters. Their capital campaign raised five million dollars for future acquisition of property.

2) Services to homeowners and potential homeowners such as provision of and access to loans, rental assistance, and resources for financial literacy.

Meff noted that the CEO is an Orleans Resident.

Richard added that HAC in Hyannis accommodates walk-ins for services.

- Fran M. presented the application from **Sustainable CAPE – Center for Agricultural Preservation & Education**. The organization is a regular vendor at the Orleans Farmers Market. Their goal is to provide access to fresh food that is affordable and guides people toward a healthy life style. They have a presence in schools, setting an early foundation for healthy eating. In addition, they provide funds to supplement government food programs (SNAP, WIC, etc.). Fran K. commented that the application was difficult to follow and could have been simplified.

- **Begin discussing evaluative criteria for our allocation recommendations**

Susan suggested developing evaluative criteria for allocation recommendations should the total ask be more than our budget.

Fran M. suggested a review 990 forms for all organizations as a common reference point. The committee agreed.

Susan suggested that looking at an organization's request in relation to its budget might give us an indication of need.

Barb suggested comparing the number of Orleans residents served.

Susan suggested using the "Charity Navigator" as a resource that defines a "good" charitable organization as one that has low administrative cost compared to service. She noted that anomalies could affect that assessment. The 990 may provide us with sufficient information.

Old Business

- **Review of the application form. Any suggestions for revisions?**

Barb suggested adding a notation at the end of the application that instructs the applicant where/how to submit the application.

Adjournment

VOTE: Fran M. motioned and Barb seconded adjournment of the meeting. Approval was unanimous.

The meeting was adjourned at 11:58 a.m.

The next meeting is Thursday, January 29th at 11:00 a.m. in the Skaket Room.

Submitted for approval by Barbara Hartford, Clerk 1/21/2026