



Matthew S. Washington
Chair

George Sarkissian
District Manager

COMMUNITY BOARD ELEVEN

BOROUGH OF MANHATTAN
1664 PARK AVENUE
NEW YORK, NEW YORK 10035
TEL: (212) 831-8929/30
FAX: (212) 369-3571
www.cb11m.org

Health & Human Services Committee

June 21st, 2010

Community Board 11 Office

1664 Park Avenue

New York, NY 10035

Present: Martha Wiggins, David L Giordano, Jewel Jones, Joseph Goldbloom, Monica Brown, Olga Ambert, Erik Mayor, Deborah Quinones, Willie Mae Goodman, Martin Garcia

Absent:

Excused: Johnny Rivera, Beverly Alston

Guest(s): None

Opening Remarks:

The Committee Chair called meeting to order and thanked all H&HS Committee members for attending this additional committee meeting in order to complete the process of reviewing the six proposals in order to select and recommend a nominee to receive the East River Plaza Food Bank grant.

Discussions and Presentations:

The H&HS Committee meeting for the second time this month completed the process of reviewing and selecting a nominee to receive the East River Plaza Food Bank Grant. After tallying of all scores, the Committee Chair announced that Proposal E, with a score of 84.6 was the highest score of the six proposals. The scores of the six proposals were:

A – Bailey House: 42.85%

B – Metropolitan Community United Methodist Church: 45.42%

C – Yorkville Common Pantry: 80%

D – Friendly Hands Ministries: 38.44%

E – Fraternal Notre Dame: 84.6%

F – Iglesia Pentecostal El Maestro: 43%

Motion: Martha Wiggins then made a motion to accept Notre Dame (Proposal E) as the nominee to go before the Board to receive the East River Plaza Food Bank grant. The Motion was second by Erik Mayor and passed unanimously.

The selection process was based on the criteria of the attached Score Card-rating scale and criteria as outlined in the RFP. Included in the minutes is the score card that was used as the tool to rate and select a candidate as nominee. The four areas of the review process were:

- Marketing and Outreach Plan
- Organizational Experience
- Relevant Personnel Experience
- Financial Capabilities

Additionally, each agency applying for the grant had to meet the following mandatory requirements

- Applying organization must be a non-profit organization
- Non-profit organization must have at least 3 years of relevant work experience
- Non-profit organization must be located within Community Board 11

During the meeting, members discussed any conflicts of interest regarding connections and/or relationships with those agencies applying for the East River Plaza Food Bank grant that could be considered conflicts of interest. In one case, the committee chair did not score on one particular proposal due to a conflict of interest.

Committee suggested that all agencies not receiving the grant receive a thank you letter for their submission.

The Chair thanked everyone again for the time each placed into completing this process and for not rushing through in order to sufficiently give time to the review process of each proposal and to acknowledge Debbie Quinones for her time put into this process.

Announcements

Action Items

1. Martha Wiggins made a motion to accept Notre Dame (Proposal E) as the nominee to go before the Board to receive the East River Food Bank grant. The Motion was second by Erik Mayor and passed unanimously.

Adjournment

Deborah Quinones moved to adjourn. Seconded by Olga Ambert and passed unanimously.