

Minutes of the Human Services Board of Director's meeting of January 09, 2013.

1. Roll Call

Present: Diane Candido, Alan Chapin, Paul Geer, Gary Johnson, Kitty Nelson, Rev. Deutzmann, Donna Nunno and Sue Stango.

Absent: MaryLou Kecko.

Also Present: Lisa Diamond-Graham, Christie Roche, Erica and Rolando Bento, Alderman Bob Nunno and Melissa Dubiel.

Nelson called the meeting to order at 5:30 p.m.

2. Minutes

A motion was made by Rev. Deutzmann, seconded by Chapin to approve the minutes of the previous meeting as presented and carried unanimously.

3. Public Comments

None.

4. Staff Report

Christie presented the Super Flex Program: this is for 3rd, 4th and 5th graders at Calf Pen Elementary School in collaboration with the Principal. This program incorporates the Super Hero concept and has a cast of Unthinkables verses the Invaders and addresses social skills; adjustment and change. One character is presented each month. There have been three to date. Christie dresses up as a character and puts on a skit. This month it was DOF (Destroyer of Fun) and this addressed strategies and compromise. Suzie Garfield, a Special Education Teacher and 4 other Therapists participate. DOF's characteristics and Super Flex solutions were reviewed. Last month it was Brain Eater. There are 270 students. A parent component is in the process of being built with the PTA. Worm Wall will be in February in relation to CAPT Testing and will address anxiety. The students are really into it at all grades. Flyers/sheets were distributed and reviewed. These are used to engage the kids and parents. This was a program used with autistic kids by special education teachers and is being piloted to all kids to see how it goes. Calf Pen is the only school currently participating.

Lisa stated that this is a huge prevention based program that is very integrated throughout the day and home to the parents. This program also produces family referrals for therapy. Christie does a great job and the program will be assessed mid way and at the end of the school year and hopefully be introduced to other schools. Lisa stated they are also working closely with The Academy. Christie is

working with a therapy dog. This is a new program starting on Monday and it is anticipated to start a music based program in the future.

Youth Services – there were 709 clients provided programmatic services which included Rent A Kid, Improvisations, Super Flex, Family Fun Night and Family Fun Night on the Road, which saw Shrek the Musical. 320 therapy clients were provided services last month. 25 new referrals were made in December; these came from schools, Bridges, one from a flyer, the Police Dept., the Multi Disciplinary Task Force, one in house from Hillary and a walk in.

Human Services – had 45 Case Management intakes, 54 Energy Assistance appointments, 63 families participate in the Adopt A Family Program that provided for 208 clients in the household for Christmas. Additionally, there were 231 Holiday meals to be distributed for the Elks (204), Whole Foods and a couple of individuals that Erica, Hillary and Anna arranged to be distributed for a total of 740 people. There were 23 referrals to the Food Bank, which provided 71 people in the household with food and 18 Salvation Army requests.

5. Personnel Committee

Kitty reported that there was not a meeting this evening as it was not posted. The meeting was to review the meeting with the City Attorney regarding hiring a contractual employee. Lisa reported that she learned that a committee meeting needs to be posted 24 hours in advance.

6. Fiscal Report

The financial report was reviewed and Nunno asked who prepares this. Melissa stated that she prepares this from information from the City's system. A motion to approve the report as presented was made by Candido, seconded by Chapin. The motion carried unanimously.

7. Old Business

Kitty reported that per the City Attorney there is no need to have a Personnel Committee meeting. Hiring a contractual employee is possible and she prepared a contract that was forwarded to the Committee. The key is for the person/Therapist to have their own patients outside of Human Services in order to be a contract employee and they pay their own income tax; they have another source of income. This position would work independent under Lisa's direction/standards.

A motion was made by Chapin, seconded by Nunno to proceed with hiring per the established contract. Geer stated that he would like to review the contract. Nelson stated that the board is just approving the hiring, the Executive Director hires employees and the Personnel Committee hires the Executive Director.

Johnson asked what the duties would be. This position would be doing Therapy and Outreach. Geer asked about a job description. Lisa stated that this position would supplement and support the existing staff in order to meet the needs; this is not creating something new. The Mayor suggested contractual verses a city employee. Lisa suggested a year to year contract. It was discussed that this position can be fully funded for three years and there would be a clause for release with 30 days written notice. The motion carried with Geer abstaining.

Geer made a motion to add Executive Session to the agenda. The motion was seconded by Nunno and carried unanimously.

Geer made a motion, seconded by Candido to enter Executive Session to review a personnel matter. There was discussion as to who could be present and it was deemed board members only. The motion carried unanimously and session was entered at 6:15 p.m.

A motion was made by Chapin, seconded by Rev. Deutzmann to leave Executive Session at 6:35 p.m. The motion carried unanimously.

There being no further business to discuss, the meeting adjourned at 6:40 p.m.

Respectfully submitted,

Lisa Streit

MaryLou Kecko,
Recording Secretary