

Minutes of the Human Services Board of Director's meeting of April 13, 2011.

1. Roll Call

Present: Kitty Nelson, Diane Candido, Alan Chapin, Rev. Deutzmann, Paul Geer and MaryLou Kecko.

Absent: Ross DeLeonardo, Gary Johnson and Donna Nunno.

Also Present: Lisa Diamond Graham, Melissa Dubiel, Erica Bento, Mindy Natale and Hillary Burr.

Nelson called the meeting to order at 5:05 p.m.

2. Minutes

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

3. Staff Report

- The Energy Assistance Program is ending abruptly; the program has been suspended and there is no guarantee that anyone after April 1st will be approved. Human Services has a \$4,000.00 fund that was established through donations; but this won't go far.
- Based on last month's meeting; staff has been asked to be present and discuss their duties and services provided. Geer also spent some time in the office to view the day to day operations.
 - Mindy Natale, Clinical Coordinator - has been with the Agency for 10 years. She started as a Clinical Intern. Mindy discussed her duties and services provided: she presents services to organizations, she holds presentations to educate people on the services available, she performs clinical intakes, provides direct services, assesses cases, bridges services if more intense services are needed, she serves on multiple boards and recruits Interns. There is a range of clinicians on staff; some are graduate students and some are licensed. The Agency is a training facility and provides care at a low cost. Services are driven by needs and the focus is on relationships; systemic therapy. Mindy held a presentation to all of the school nurses today. She has also gone to the Library to present services. She writes grants and provides direct services as well. She is also involved in programs and created 3 programs in her previous position as Program Coordinator that are still in effect. Family Therapy deals with divorce, separation, blended families,

truancy and behavior issues. She works closely with the Board of Education and provides group therapy in the schools. Some of the programs are the Rent A Kid Program, Family Fun Night, Social Expedition, Improvisation, and the Mayor's Youth Award. Rev. Deutzmann stated that Mindy has come to the Clergy Association to present services. Chapin stated that Mindy has come to Alinabal when there was an employee issue a few years ago and formed a grief group promptly, which was key. Lisa Diamond Graham stated that it is mandatory through the State grant to provide Family Therapy.

- Hillary and Erica are both Community Outreach Workers. Hillary stated that for the past 8 months they have been consumed with the Energy Program and outreach services. This program is federally funded to serve low income people by providing a subsidy for their main heat source. Erica stated that from the intake and assessment they find that there are needs for other services and develop a rapport/relationship with the clients and try to educate them and make them self sufficient. Hillary and Erica can help be an advocate and coordinate payment arrangements; refer to Food Stamps, to apply for medical assistance, Employment & Training, the Food Bank, as well as the Board of Education for free or reduced lunch. They help and refer to whatever the needs are and there are many emergencies such as shut offs and no food. They work closely with the Senior Center and Food Bank for food referrals and there are also food vouchers. The needs have tripled in 3 years. They will also assist with Food Stamp applications. Everyone works well together and collaborates with services.

Kecko stated that she appreciated the input and that it helps the board to be informed in order to be able to refer people. Chapin stated that United Way participates in 211 and asked if there were referrals from this. The response was that there are a lot of referrals from 211. Erica stated that there are a lot of Holiday referrals/services as well.

- Melissa is the Administrative Assistant/Bookkeeper and she schedules the Energy appointments, makes food referrals, participates in Family Fun Night, assists with the Salvation Army back pack program and summer camps, helps write the grants and does statistics. She creates brochures/flyers and does the bookkeeping.

Rev. Deutzmann stated that the entire Department's relationship with the clergy is awesome and the reputation as well. The board thanked the staff for their presentation.

4. Financial Report

A motion was made by Kecko, seconded by Candido to approve the fiscal report as presented. The motion carried unanimously.

There being no further business to discuss, the meeting adjourned at 6:00 p.m.

Respectfully submitted,

Lisa Streit,

MaryLou Kecko, Recording
Secretary