

Minutes of the Human Services Board of Director's meeting of July 11, 2012.

1. Roll Call

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

Also Present: Lisa Diamond-Graham.

Nelson called the meeting to order at 5:00 p.m.

2. Minutes

Geer noted on the second page of the minutes it was in the By-Laws verses the Charter. A motion was made by Candido, seconded by Johnson to accept the minutes of the April meeting as amended. The motion carried unanimously.

3. Staff Report

- The Rent Rebate program began in June, including the site visits, with 83 people helped during the first two weeks. Hillary and Erica went to Viscount Drive, Jagoe Court and DeMaio Drive. Lisa went out to the sites as well. The Farmers Market vouchers are distributed at this time.
- 63 people were assisted through Food Referrals in June.
- Hillary and Christie went to the Farmers Market on 6/23/12 as requested by one of its organizers to rotate organizations to disseminate information.
- Everyone staffed the Health and Wellness Fair at Parson's in June which was attended by 75 vendors.
- The Social Expedition combined with Family Fun went to Lake Compounce as part of the Summer Fun Series.
- Staff presented at Jonathan Law's Life after High School Forum on launching issues.
- Lisa and Mindy met with Fire Inspector Fino on how the collaboration for the Juvenile Firesetters Program can be improved. The programs' origin was reviewed; referrals come from the courts, schools and parents. This program is run with a Therapist and a Firefighter and addresses education and awareness. Integration of the Juvenile Firesetters Program into the Juvenile Diversion Program is being addressed. The meeting went very well.
- The Juvenile Diversion Program is in its second phase and going well. 24 juveniles went through the first phase.
- There are 731 youth involved in the Program piece of Youth Services this month which includes all of the above as well as the Rent A Kid program.
- There are 187 clients in therapy. Satellite Therapy Services were also provided at Live Oaks, Orchard Hills, Meadowside, East Shore, West Shore, Jonathan Law and the Academy. They consisted of Family Therapy and Group Therapy. The Family

Therapy cases have been transferred to our offices for the summer. However, groups have ended and will resume in September.

- 89 people were assisted through Case Management services.
- 2 donations for Camp Happiness have been received; one for \$2,000.00 from Concerned Citizens for People with Disabilities that was facilitated by Diane Candido and \$500.00 from St. Mary's Guild. A discussion followed regarding the increase in demand for scholarships for Camp Happiness and Lisa speaking at the St. Mary's Guild meeting. The increase in need for the Back Pack program was also discussed.
- The next meeting will be in September and Mindy and Christie will present. Therefore the meeting will begin at 5:00 p.m.

4. Fiscal Report

It was discussed that due to staff absences the fiscal report was incomplete. A motion was made by Geer, seconded by Johnson to table action until the next meeting. The motion carried unanimously.

5. Old Business

Nelson addressed that at the last meeting a motion was made to not spend the reserve account without a letter from the City Attorney. Since then, she and Lisa met with the City Attorney and the Finance Director and there is nothing in the charter that states that the City Attorney has any role in finances. The Finance Director reiterated that Human Services has every ability to use the reserve accounts. The majority of these funds are from when there were vacant positions from when Lisa took over as Director. These funds were proposed to be used to restructure positions and this was denied by the previous administration. Therefore, funds accumulated. Lisa stated that she asked specifically if these funds can be used to supplement the fringe costs due to the increase and they can and will be used for this. A financial report will be presented at the next meeting that will reflect this. It was discussed to use a portion of this to compensate staff.

6. Nomination of Officers

Chapin nominated the following:

Nelson – Chairman

Johnson – Vice Chairman

Kecko – Secretary

A motion was made by Geer, seconded by Rev. Deutzmann to accept the nominations and carried unanimously.

Nelson stated that per the Charter there is to be a Planning and a Personnel Committee. The Planning is to have 3 members and the Personnel is to have 4 members. Nelson appointed the following:

Personnel – Chapin, Nelson and Candido.

Planning – Johnson, Kecko, Rev. Deutzmann and Nunno.

A motion was made by Geer, seconded by Chapin to approve these appointments and carried unanimously.

There being no further business to discuss, the meeting adjourned at 6:25 p.m.

Respectfully submitted,

Lisa Streit

MaryLou Kecko, Recording Secretary