

Minutes of the Human Services Board of Directors meeting of September 17, 2008.

**1. Roll Call**

Present: Alan Chapin, Ross DeLeonardo, Gary Johnson, Rev. Osmun, MaryLou Kecko and Diane Candido.

Absent: Kitty Nelson and Ray Ferguson,.

Johnson called the meeting to order at 5:30 p.m. and welcomed Alderman Phil Vetro. Lisa sent a letter to the Board of Aldermen Chairman Ben Blake requesting a liaison to the Human Services Board. Lisa and Phil met on Monday to review Board information.

**2. Minutes**

A motion was made by Chapin, seconded by Candido to accept the minutes of the previous meeting as presented. The motion carried unanimously.

**3. Staff Report**

Statistics – Human Services – 303 individuals which had 659 family members total. Youth Services – 96 cases on going, 286 people for the Therapy piece; Program piece has 1,017 family members total (this includes 282 backpacks).

Moving Status – no change still. An email was received from the Architect stating that the City's Building Department has an issue with the area by the elevator on the second floor. All other issues have been resolved.

Energy Program – calls have increased significantly since the news of the state putting funds into the program came out. Over 450 appointments have already been scheduled and letters sent out to clients.

Rental Rebate Program ended on 9/15/08. A total of 382 applications were taken during this program.

Erica and Sean are beginning to take their own energy applications and are doing relatively well. However, the computer program has been switched from what they were trained on by TEAM just 2 weeks ago so it has been a struggle for them. Cheryl is training Erica at some of the outreach work; however, this is difficult as there is not a lot of time to do this with the energy program in full swing. Lisa is concerned with Cheryl's schedule load.

Additional Grants Obtained – a second State of Department of Education Enhancement grant has been applied for and received in the amount of \$7,500.00 that will be used towards the existing Social Expedition Program that Mindy is running. Also, \$10,000.00 has been received from the Office of Policy and Management for the Police and Youth Program. The initial sign up meeting was held at the Police Department on September



11<sup>th</sup> and 12 out of the 20 spots have been filled. Lisa will be attending the first session along with Chief Mello next week to welcome the parents and youth. The Community Development Block Grant will also be awarded in the amount of \$2,000.00. This is predominantly used by the Red Cross and some clients through Outreach for emergency supportive services such as shelter, transportation, medications, food and other emergency needs. Lisa requested a meeting with the new Director of the Red Cross to go over the program and talk about services.

Lisa met with Dr. Polansky and Sue Kelleher from the Board of Education to get approval for and begin setting up Satellite Programs in the schools. Dr. Polansky was extremely supportive of these programs and approved all correspondence and needs had. Sue Kelleher then met with Lisa and Lindsey who will coordinate the Satellite Program and schools have been identified to be targeted for this program for this school year. Lisa and Lindsey then met with the middle school Principals and the program has begun in 2 of the middle schools and 3 elementary schools.

Sean and Lindsey have decided to begin working on resurrecting the old Improvisations Psychodrama Group with their unique additions to it. Lisa has been working with them, teaching them the dynamics involved with psychodrama as a discipline and the logistics of starting up a group of that magnitude. Recruitment at the schools for this program has begun this week.

Lisa, Lindsey and Mindy will be presenting this week to all Pupil Personnel staff on Clinical Services. Lisa has done this every year and anticipates turning this over to Mindy when she takes over as Clinical Coordinator.

This weekend, Mindy and an Intern are going to Kids Day America at Platt Tech for the day to present services at the Health Fair. Next weekend Lindsey and Sean are participating in the Red Wagon Fair. Brochures of our services are brought in an effort to increase our exposure and alert the public of our services. Hundreds of families go to both of these fairs.

Lindsey is holding another open enrollment for the Rent A Kid program on 9/18/08. There are over 90 kids in the program at this point.

Mindy has recruited and has begun with 1 undergrad intern from Quinnipiac (Human Services concentration) and 1 Master's Level from UNH that is Community Forensic Psychology in addition to the regular MFT's.

Lisa has completed all employee evaluations. They went very well. She gave the employees a copy of the forms used ahead of time; asked them to fill them out for themselves and bring it with them. Their evaluations and Lisa's were discussed and goals were set and everyone will be met with again in 6 months to review their progress.

After some discussion, a motion was made by Kecko, seconded by Rev. Osmun to cancel the October meeting, in anticipation of the move. The motion carried unanimously.



**4. Fiscal Report**

The financial report was reviewed and a motion to accept was made by DeLeonardo and seconded by Kecko. The motion carried unanimously.

There will not be a meeting in October; the next meeting will be 11/12/08.

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

Respectfully submitted,

Lisa Streit