

Minutes of the Human Services Board of Director's meeting of September 19, 2023.

Meeting held via Audio/Teleconferencing.

Donna Nunno called the meeting to order at 5:34 p.m.

**1. Roll Call**

Present: Donna Nunno, Brendan Casey, Joan Campbell, Rev. Karl Duetzmann  
Barbara Genovese and Melissa Tranquilli.

Absent: Joy Duva, Mallory Nugent, Alderman Matt Arciuolo and  
Alderman Dan German

Also Present: Deepa Joseph and Beth Simpson

**2. Public Comments**

None

**3. Minutes**

A motion was made by Rev. Duetzmann, seconded by B. Casey, that the minutes of May 16, 2023 be approved as presented. The motion carried unanimously.

**4. Director's Report**

D. Joseph welcomed everyone and hoped they had a good summer. The staff at Human Services/Youth & Family Services is as busy as they were when the Board last met in May.

On the Department of Human Services (DHS) side, the Community Outreach Workers completed 91 outreach cases from May through August 2023. These cases covered the traditional services of rent/mortgage, utility and food assistance. The department continues to see an increase in requests for food vouchers. Food vouchers are distributed to those residents in need of emergency food or have special dietary restrictions.

DHS continues to manage grants that provide funding for these needs.

The department just completed spending funds provided by the Community Development Block Grant (CDBG) PY48. This money was used for rent and mortgage payments.

The Renters' Rebate Program is in full swing. As of the end of August, the staff processed 280 applications. The program will continue through the month of September.

Just as Renters' Rebate ends, the Energy Assistance (EA) Program is scheduled to begin. Milford DHS is an intake site for TEAM, Inc. in Derby. The Milford staff will start taking

applications for Energy Assistance on October 2<sup>nd</sup>. TEAM, Inc. started taking applications on September 1<sup>st</sup>. EA applications will continue to be processed via telephone and online.

Along with preparing for Energy Assistance and as summer is ended, the department is ramping up for the Thanksgiving and Holiday Programs. Adopt-A-Family information will be disseminated soon.

On the Youth & Family Services (YFS) side, Doug Mills, YFS Program Coordinator, is also in full swing and attending a number of community partnership programs. The Mayor's Youth Award was discussed at the last meeting. Doug has been continuing to establish partnerships with Milford Public Schools (MPS). He has been working with MPS Social Workers to establish therapy groups at some schools.

DHS/YFS continues our partnership with Bridges, Inc. and Milford Public Schools by providing office space at our building during business hours for therapy for students who attend the Academy. Bridges staff bill therapy costs through the family's private insurance first. If the youth/family is uninsured or underinsured, Bridges will charge YFS this remaining amount to alleviate this barrier to receiving care for these families.

The James Mattioli Youth Sports Scholarship is another funding source available to DHS/YFS staff, enabling us to provide assistance to families that are having difficulty paying sport program registration fees.

The YFS Program Coordinator set up an initial program planning calendar for this fiscal year. Doug intends to bring back the Mother Daughter talk "What Every Girl Needs To Know" presented by Diane Frankel-Gramelis. This presentation was very popular a few years. Doug plans to create a similar version of this talk for boys. He has a few more community programs planned as well.

The YFS Program Coordinator took on the Backpack Program. This program was previously coordinated through The Salvation Army (SA) Milford Service Unit. The SA Milford chapter has closed due to volunteer retirements. Human Services staff maintained our partnership with the SA Hartford Service Unit so that we can access funds for Milford Residents. Particularly those funds that The Salvation Army receives through local Milford events, such as the Red Kettle Campaign. Part of the funds and donations received from the SA were used for backpack supplies, as well as the many generous school supply donations YFS received from private groups throughout our community.

Doug has also reinstated the Milford Juvenile Firesetter Intervention Program working with the Fire and Police Departments. This is similar to the Diversion Program that was once run out of this office, where YFS worked with youth and their families for 4 to 6 weeks.

Lesley Darling trained Doug for the Firesetter Program. Lesley previously held the position of YFS Program Coordinator.

There is a similar program within the Milford Police Department (MPD). The MPD utilized ARPA funding to hire Social Workers to help with these types of cases.

**5. Old Business**

None

**6. New Business**

Rev. Duetzmann announced that he will be retiring from his ministry position by the end of this year and will also be resigning from the Human Services Board of Directors. Deepa thanked Rev. Duetzmann for the valuable service and support he has provided this Board throughout the years.

- **Nomination of Officers**

A motion was made by B. Casey, seconded by Rev. Duetzmann, to keep the slate of officers the same. The motion carried unanimously.

Accepting the positions for another term are:

Donna Nunno – Chairman

Brendan Casey – Vice Chairman

**7. Adjournment**

B. Casey made a motion to adjourn the meeting. B. Genovese seconded the motion. The motion carried unanimously.

D. Nunno adjourned the meeting at 5:53 p.m.

Respectfully submitted,



Beth Simpson  
Recorder