

Minutes of the Human Services Board of Directors meeting of October 14, 2009.

1. Roll Call

Present: Gary Johnson, Diane Candido, Alan Chapin, Ray Ferguson, MaryLou Kecko and Donna Nunno.

Absent: Kitty Nelson and Ross DeLeonardo.

Also Present: Phil Vetro.

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

2. Minutes

A motion was made by Kecko, seconded by Candido to approve the minutes of 7/8/09 and 9/9/09 as presented. The motion carried unanimously.

3. Staff Report

- Human Services statistics – due to a staff member's absence due to medical leave, these numbers are not available. Youth Services had 142 Family Therapy Cases on going; 486 people in Therapy. There were 403 family members for the prevention piece.
- The Rent Rebate Program ended on September 15th. Over 400 applications were processed for the senior and disabled at the housing sites.
- Notice has been received this past month that the State will be issuing the Youth Services grant. Unfortunately, it is with a 5% reduction. However, an enhancement grant in the amount of \$7,550.00 will be reinstated. This will allow some of the Family Fun Nights and some Social Expedition Programs to be held.
- The Employee Evaluation Process has been completed.
- Sean and Mindy have begun to teach the Courageous Parenting Course in conjunction with the Milford Prevention Council. It is a 5 week course held at the United Way.
- Lisa requested assistance with a part time intake worker from TEAM to assist with the increase in applications for the Energy Assistance Program in light of a staff member's absence. It was anticipated that there would be a 5% increase in volume. TEAM processed over 22,000 applications already. Human Services has over 425 appointments on the books to date. This part time intake worker is available for the next 6 weeks. This began last week. The income guidelines for this program have increased.

- Lisa is in the process of creating all new forms for the Human Services side of the Department. Additionally, she is revamping a quality control form that TEAM uses to give to clients regarding the Energy Program and the staff. This will be being used shortly.
- Johnson reported that he has heard from the Lion's Club and they would like information on baskets for the holidays. Lisa stated that she would discuss this with Erica and report back to Johnson.

4. Fiscal Report

The fiscal report was reviewed. A motion was made by Chapin, seconded by Kecko to accept the report as presented and carried unanimously.

A motion was made by Chapin, seconded by Ferguson to go into Executive Session at 5:40 p.m. to discuss personnel matters. The motion carried unanimously.

A motion to adjourn Executive Session at 6:15 p.m. was made by Chapin, seconded by Ferguson and carried unanimously.

There being no further business to discuss, the meeting adjourned at 6:20 p.m.

Respectfully submitted,

Lisa Streit,

MaryLou Kecko, Recording
Secretary