

Minutes of the Human Services Board of Directors meeting of December 5, 2008.

1. Roll Call

Present: Kitty Nelson, Gary Johnson, Rev. Osmun and MaryLou Kecko.

Also Present: Alderman Phil Vetro and Cheryl Santoro.

Absent: Ray Ferguson, Alan Chapin, Diane Candido and Ross DeLeonardo.

Nelson called the meeting to order at 8:45 a.m. at the new offices at 150 Gulf Street after a tour of the building was taken.

2. Minutes

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

3. Staff Report

Lisa reported that due to the move there have been some computer issues and she was unable to retrieve her report and statistics. There will be no financial report available as well.

Cheryl reported that there were 144 Thanksgiving food baskets serving 521 individuals. Contributors were the United Way, Knights of Columbus, the American Legion, Cub Scouts as well as individuals.

Adopt A Family – there are 8 sponsors; some sponsors being ADP, Milford Hospital and Saint Ann's. This will serve 46 children equaling 33 families. Cheryl is working with the Elks Club and they will distribute 140 food baskets for Christmas. It was discussed that the Elks receive donations from members and they purchase and distribute baskets to residents that Cheryl refers to them. The Cub Scouts Food Drive raised \$1,894.00 and this will be used to purchase Gift Certificates from Stop & Shop. The process for compiling family referral lists was discussed. This is labor intensive to go through files and contact residents to put on the referral list. Johnson asked about gifts. Cheryl stated that 46 kids are being sponsored. Area churches sponsor families as well. Cheryl stated that she has one sponsor that will serve teens. Families with young children are referred to Toys for Tots (they serve kids up to 11 years old). Johnson stated that they had a collection at their Holiday Party and they will donate this.

Lisa reported that Karl Dutzman donated \$2,500.00 from the Interfaith Thanksgiving Service which is earmarked for Energy Assistance. She would like the Board to donate to this as well and this will enable Human Services to apply for FEMA funds.

Cheryl reported that the income guidelines for the Energy Program have gone up enabling more people to be eligible - \$96,000.00 annual income for a family of 4. Many

more applications are being received due to this. Staff is being trained to take Energy applications and this has been a difficult process and all consuming for Cheryl. Lisa reported that Cindy has been out since July and the agency owes a huge gratitude of debt to Cheryl for going above and beyond the call of duty.

A discussion followed regarding there being no furniture in the conference room of the new building. This is being researched and the board will be kept abreast of the progress.

There was also a discussion regarding security in the building and based on this discussion a motion was made by Rev. Osmun, seconded by Johnson to support creating a secure building per Public Works criteria. The motion carried unanimously.

Lisa reported that she is looking into restructuring staff as many changes have occurred.

There being no further business to discuss, the meeting adjourned at 9:55 a.m.

Respectfully submitted,

Lisa Streit