

Minutes of the Human Services Board of Director's meeting of December 12, 2012.

**1. Roll Call**

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

Also Present: Lisa Diamond-Graham, Melissa Dubiel, Erica and Rolando Bento, Alderman Bob Nunno.

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

**2. Public Comments**

None.

**2. Minutes**

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

**3. Staff Report**

Human Services: 330 clients assisted with case management services; 223 with energy assistance and 1224 clients in households assisted with Thanksgiving (this is 414 separate intakes).

Youth and Family Services: 712 clients participated in prevention based programs that consisted of Rent A Kid, SuperFlex and two being run at The Academy: Improvisations and Work Readiness. Youth and Family Services is partnering in those programs with staff at The Academy and it is working out great. 310 clients participated in clinical services. Additionally, staff is in Pumpkin Delight, Orchard Hills, Meadowside, Calf Pen, Harborside, West Shore and The Academy with therapy services and groups.

Christie and 5 Therapists have been partnering with Calf Pen (3-5<sup>th</sup> graders) on an innovative, school wide program called SuperFlex that reaches every child and family in the school. It is a social skills/anti bullying program that increases awareness and prevention. It is a large undertaking but so far has been incredibly productive and successful and the hope is that eventually this can be used as a pilot for other schools. Amy Fedigan, Principal, and her staff asked staff to be part of this as well as many other groups and initiatives. Christie will be attending the Board meeting next month to present on this initiative.

The satellite therapy program is now in two middle schools, 1 high school and 3 elementary schools.

Christie and two therapists are running anger management, work readiness and psychodrama programs at The Academy.

Staff is launching a city wide substance abuse diversion program in the 3 middle schools and 3 high schools as part of a grant Lisa wrote to the local prevention council in conjunction with the Milford Prevention Council. It is modeled after the Juvenile Diversion Program that staff runs with the Police Department.

EPSP funding for 3 grants has been received. This is for food, utilities and rent/mortgage assistance.

Thom Bach, from the Oyster Festival stopped by last week and gave a donation of \$250.00 earmarked for clients to use for energy this winter. Also, Santa Karl (Rev. Duetzmann) again this year donated from the combined parishes Thanksgiving Eve service \$2,710.00 plus a \$25.00 gift card. This is also earmarked for energy assistance.

Erica is serving on the Long Term Recovery Committee. This is a committee formed from the aftermath of Storm Sandy and will stay in place for the next storm. This was suggested by FEMA.

The Police Diversion Program is now in the 4<sup>th</sup> phase of the program and is going extremely well.

Kitty, Lisa and Melissa met with the Mayor yesterday for the budget meeting. Lisa requested the addition of a full time staff person that would be skilled in both sides of the department. The Mayor stated that there would be no additions to budgets in the form of personnel or additional funds. Melissa asked about funding the increase for the insurance costs, step increases and fringe. The Mayor stated that due to what was happening at the federal and state levels, he did not believe there would be any increases to grant agencies. Lisa asked for some guidance with an alternative plan that would allow the use of the 117 funds for wages to create another staff position. The Mayor did not support hiring of a permanent position but suggested hiring a contractual employee as continued employment could not be guaranteed. The final decision rests with the Board. The issue of a contractual employee was discussed. This is usually paid at a higher hourly rate without benefits. A Therapist could be income producing that could supplement revenue accounts. The definition of a contractual employee verses a Consultant was discussed. Geer suggested that there be a meeting with the Personnel Committee, John O'Connell and the City Attorney to address this. All agreed with this suggestion.

**4. Committee Reports**

No Reports.

**5. Fiscal Report**

The financial report was reviewed. An overview packet of City and State information on Workman's Compensation was included with the report. A motion was made by Kecko, seconded by Johnson to approve the report as presented. The motion carried unanimously.

**6. Old Business**

Geer brought up that a third person is needed on the Personnel Committee as Nelson is the Chair and acts as aficionado. The committee consists of Chapin, Candido and Nelson. Nelson appointed Stango as the third person for this committee. The Planning Committee consists of Kecko, Johnson, Rev. Duetzmann and Nunno.

Nelson asked if Geer's term is up and if he could continue serving since he is no longer employed by the City and therefore is not a union representative as his appointment dictates. Geer stated that his term is up and that reappointment would be up to the Mayor as he has 30 years experience as a union representative.

A motion was made by Candido, seconded by Rev. Duetzmann to add the 2013 Meeting Schedule to New Business. The motion carried unanimously.

**7. New Business**

There are 10 meetings per year that are to be held the second Wednesday of the month at 5:30 p.m. There will be no meetings for the months of August and December. A motion to approve the 2013 meeting schedule was made by Candido, seconded by Duetzmann. The motion carried unanimously.

There being no further business to discuss, the meeting adjourned at 6:15 p.m.

Respectfully submitted,

Lisa Streit

MaryLou Kecko, Recording Secretary