

Minutes of the Human Services Board of Director's meeting of January 15, 2014.

1. Roll Call

Present: Kitty Nelson, Diane Candido, Alan Chapin, Rev. Duetzmann, MaryLou Kecko and Sue Stango.

Absent: Gary Johnson and Donna Nunno.

Also Present: Lisa Diamond-Graham.

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

2. Minutes

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

3. Staff Report

- In December, 119 clients were assisted with Case Management Services, 72 intakes for Energy Assistance were completed. 210 clients received Adopt A Family Services, 653 received Holiday Meals. The Storm Sandy outreach for November had 11 active cases with 24 members of the household; 22 cases were assisted with other resources. In December, there were 13 active cases and 24 cases that were assisted with resources.
- There were 606 clients provided with Prevention based programming services on the Youth Services side and 427 clients receiving therapeutic services.
- The Thanksgiving Program went very well; Sean and Anna did a great job for their first time out. Staff met afterwards and assessed what worked and what did not and made plans for next year.
- Santa Karl (Rev. Duetzmann) visited Lisa last month with donations from the Thanksgiving Eve service. There was \$1,850.00 to be used for Energy Assistance. The Men's Club donated \$250.00 and Mary Taylor Memorial United Church donated \$105.00.
- Adopt a Family Holiday Program was again a success. Sean and Anna took the lead this year and did a wonderful job. As expected, there was an increase in need. Staff coordinated again with Toys for Tots and the Giving Tree with the Mall and concentrated on those families who could not be assisted by Toys for Tots (kids 11 years old and older). It was discussed that some families are receiving multiple donations and some are falling through the cracks and not receiving. Based on this a database/website will be reviewed. The Salvation Army was briefly discussed.
- Sean, Mindy and Christie attended the Devon Rotary meeting last month. They presented programs and services. Several grant requests will be submitted.

- The Medical Assister from TEAM has been seeing clients in Milford. Approximately 17 clients to date have requested help with their insurance needs and they are still helping sporadic clients.
- Lisa was able to help arrange for the VITA Program (Volunteer Income Tax Assistance) to be set up at the Milford Senior Center in conjunction with TEAM. It is a wonderful program that assists low income families and individuals get additional monies.
- Lisa commended the staff for working so hard together as a team these last few months. With staff absences, the holidays and dwindling funds, everyone has been stressed and challenged. They have really risen to the occasion and we are fortunate to have them.
- Lisa met with the Mayor and the Finance Director for the first step in the budget process. She presented a budget with the additional monies to cover insurance costs. It was suggested to form an ad hoc committee to make recommendations to the city.

4. Fiscal Report

The report was reviewed and a motion was made by Chapin, seconded by Candido to approve the report as presented. The motion carried unanimously.

There being no further business to discuss, the meeting adjourned at 6:10 p.m.

Respectfully submitted,

Lisa Streit,

MaryLou Kecko,
Recording Secretary