

Minutes of the Human Services Board of Director's meeting of March 20, 2018

Donna Nunno called the meeting to order at 5:41 p.m.

1. Roll Call

Present: Donna Nunno, Sue Stango, Gina Badalamenti, Brendan Casey, Rev. Karl Duetzmann, and Alderman James Tranquilli.

Absent: Joan Campbell, Barbara Genovese, Kitty Hurley, and Aldermen Ellen Beatty.

Also Present: Deepa Joseph and Beth Simpson

2. Public Comments

None.

3. Minutes

A motion was made by K. Duetzmann, seconded by B. Casey, that the minutes of 1/16/18 be approved as presented. The motion carried unanimously.

4. Director's Report

The department continues to improve the format of statistical data and accuracy in reporting unduplicated clients served.

Outreach has been steady this winter season. The department reduced the number of Energy Assistance time slots available at the Milford Office. This change has enabled the Department of Human Services (DHS) staff to focus on outreach, while still reserving time for Energy Assistance (EA) appointments for those residents that are unable to get to TEAM in Derby. The change is working out well. Many Milford residents are applying for EA directly at TEAM and the DHS staff is able to provide a greater level of outreach services within the community.

In addition to coordinating the Energy Assistance program, TEAM has also established a Diaper Bank in Milford. DHS staff coordinates the referral process for Milford families in need of diapers.

Milford DHS staff continues to collaborate and cost share services and resources with local community organizations.

The staff has been working on compiling data and information for the Emergency Food and Shelter Program (EFSP) reports, as one phase of the grant is ending and the next phase begins.

This federal grant gives funding to agencies that provide on-going services to residents in need. The continuous programs available within DHS make the department eligible for this grant.

Emergency hotel assistance is a category where DHS receives funding through EFSP. The staff partners with Beth El. Clients are required to make an initial call to 211 and go through the CAN (Coordinated Access Network) assessment process for sheltering. Milford residents are then referred to the Human Services department for assistance.

Community Development Block Grant (CDBG) funding remains the same for this year. DHS submitted an application for next year, requesting \$ 10,000. A public hearing is scheduled for March 28th.

The Spring Holiday Food Basket has been updated and replaced with a gift card program for families in need of food for the holiday. The United Way of Milford and St. Mary's are providing the gift cards for this program.

Christie Roche, Program Coordinator, resigned in January and completed her service in February. Sean Macauley, Community Outreach Worker, has also resigned and will be leaving at the end of March. Both colleagues are going to other positions within Connecticut.

There are now two Community Outreach Worker positions open. Both of these positions will be posted on Friday, March 23, 2018. The Program Coordinator position will also be posted in the near future. However, based on an assessment of the needs of the department, the position will be posted as Human Services Manager. The role of the Human Services Manager will include the Program Coordinator responsibilities, as well as daily on-site managerial duties.

While the department has a significant number of vacancies, the staff has been doing a tremendous job to pitch in wherever work is needed. The temporary staff member, Rebekah DeRosa, has done a wonderful job learning the positions and will help to ensure services continue to move forward until the positions are filled. The department is also utilizing this time to evaluate and constantly create efficiencies.

The Human Services/Youth & Family Services budget hearing in front of the Board of Aldermen is set for Monday, April 23, 2018. The Board of Finance budget hearing occurred in February.

5. Old Business

None

6. New Business

None

7. Adjournment

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

D. Nunno adjourned the meeting at 5:54 p.m.

Respectfully submitted,

Beth Simpson
Recorder