

Minutes of the Human Services Board of Director's meeting of November 13, 2018

Donna Nunno called the meeting to order at 5:34 p.m.

1. Roll Call

Present: Donna Nunno, Barbara Genovese, Brendan Casey, Joan Campbell, Sue Stango, Rev. Karl Duetzmann, and Alderman James Tranquilli.

Absent: Gina Badalamenti, Kitty Hurley, and Aldermen Ellen Beatty.

Also Present: Deepa Joseph and Beth Simpson

2. Public Comments

None.

3. Minutes

A motion was made by B. Casey, seconded by J. Campbell, that the minutes of 9/18/18 be approved as presented. The motion carried unanimously.

4. Director's Report

There are staffing updates since the last meeting. Within the Department of Human Services (DHS), one of the Community Outreach Workers, Kaja Guilmette, has left the department for a position in another agency. Her last day was Friday, November 9th. Since this job had been posted within the past year, we are able to select another candidate from the applicants that applied and interviewed in the Spring. In the interim, Rebekah DeRosa is available to help while on her break from graduate school. Lesley Darling from the Health Dept. will also assist with some programs.

Thanksgiving Holiday programs have started. The Boy Scouts made food basket deliveries on Saturday, November 10th. As the holiday baskets get delivered, DHS receives more calls regarding additional families that need help. In addition to the Boy Scouts, the Outreach Staff is working with several agencies within Milford, such as the Lions Club, Knights of Columbus and Womens' Inc to provide Thanksgiving meals for families in need. Rev. Duetzmann brought up that Cornerstone Christian Center will be preparing Thanksgiving baskets for delivery on Monday, November 19th.

The Outreach Staff sent out Adopt-A-Family donor information to all city employees and to many organizations with the community. Outreach will match families with these donors and compile a list of wants and needs from the families. Typically about 30 families are matched with donors.

DHS is also busy with Energy Assistance and outreach calls. The department had fully depleted funds received from the utility category of the Emergency Food and Shelter Program (EFSP) grant, but asked EFSP grant administration if grant dollars could be re-allocated from other categories to utilities. This request was approved. This increase in utility funding enabled the Outreach Workers to prevent utility shut offs and assist with payments.

The Renters' Rebate program has ended. DHS took 454 applications.

Regarding Youth and Family Services (YFS), the two open positions are approved to be filled and are with Human Resources. All city departments are backlogged, due to the integration of a new financial system software, that includes HRIS.

Deepa has been in contact with the schools regarding YFS services and is working with Bridges on therapy referrals. So far, this relationship is going well.

5. Old Business
None

6. New Business - Set meeting dates for 2019:

The Board discussed various meeting dates for 2019. J. Campbell suggested quarterly meetings.

The following 2019 meeting schedule was presented for vote:

- March 19, 2019
- June 18, 2019
- September 17, 2019
- December 17, 2019

A motion to approve these dates was made by B. Casey. K. Duetzmann seconded the motion. The motion carried unanimously.

7. Adjournment

J. Campbell made a motion to adjourn the meeting. B. Casey seconded the motion. The motion carried unanimously.

D. Nunno adjourned the meeting at 5:52 p.m.

Respectfully submitted,

Beth Simpson
Recorder