

1. Meeting Materials

Documents:

[APRIL 18, 2017 BOARD OF HUMAN SERVICES AGENDA.PDF](#)
[MARCH 21, 2017 MINUTES - DRAFT.PDF](#)
[MARCH 21, 2017 MINUTES - APPROVED.PDF](#)

**BOARD OF HUMAN SERVICES
APRIL 18, 2017 - AT 7:00 PM
TOWN HALL - DHS CONFERENCE ROOM**

MEETING AGENDA

I. ACTION/ FOLLOW-UP ITEMS

1. Approve Minutes of March 21, 2017 Meeting Mrs. Nolan
2. DHS Committees
3. DHS Board Descriptions and Responsibilities, and By-Laws Review

II. COMMITTEE/WORKING GROUP UPDATE

1. Community Partnership Committee Mr. Gunzburg
2. Communication Committee Mr. Jones
3. Achievement Gap Mr. Robinson

III. COMMISSIONER'S REPORT

1. March Operating Statement & Dashboard Report Dr. Barry
2. DHS Foundation – Follow-up
3. FY '18 Budget – RTM-HHS

NEXT MEETING DATE MAY 16, 2017



Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Regular Meeting, March 21st, 2017

ATTENDING

Board Attendees: Barbara Nolan, Steve Gross, Abbott Jones, Natalie Queen, Winston Robinson, Jeffrey Medina, Alan Gunzburg

Staff Attendees: Alan Barry

CALL TO ORDER

Chairperson, Barbara Nolan, called the meeting to order at 7:00PM in the Human Services Conference Room at Town Hall.

BOARD PROTOCOLS

The minutes of the February 21st Meeting were approved 7-0 as written.

**KIDS IN CRISIS
PRESENTATION**

Presentation given by Deb Katz and Michael Ferguson

1. Teen Talk Program:
 - a. Offers short term counseling
 - b. Confidential support system for students dealing with a wide range of issues that arise in adolescence.
2. Various services include:
 - a. Counseling
 - b. Family Meetings
 - c. Students Groups
 - d. Class Presentations
 - e. Links to Services
 - f. Inter-Agency Team

COMMITTEE REPORTS

Nominating Committee – Mr. Gunzberg made a motion to nominate the following slate of Board officers: Barbara Nolan, Board Chair, Abbot Jones to serve as the Vice Chair, and Jeffrey Medina to serve as the Board Secretary. Slate of officers unanimously approved.

Communications Committee – Mr. Jones, Chairman, noted that the Department brochure needs to be updated. Also discussed was the website update.

Client Relations - Ms. Queen, Chairman, reported they are working on a continuous quality improvement project to review and update policies and procedures within the agency. Working on client intake policies, intake forms & assessments. Making sure interview room is equipped properly. Ensuring client track is in a format that is accessible to workers to help improve services to clients.



Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Regular Meeting, March 21st, 2017

Community Partnership – Mr. Gunzburg, Chairman, reported that the Community Partnership Committee met with the YWCA and their new CEO, Mary Lee Kiernan and summarized her impressive background. Looking to obtain another grant for the work they are doing in the schools. Talked about our grant for their domestic abuse program. This was more of an introduction meeting. Committee requested clearer data on quarterly report. They are working towards clarifying numbers.

Achievement Gap – Mr. Robinson reported the group met with the interim superintendent of schools and gave us an update on their 5-year strategic plan. They are implementing an electronic based learning program using IPAD's and Chrome laptop and taught to solve instructional problems. Teachers can tailor curriculum specific to a child's needs and move at the pace of the child.

**COMMISSIONER'S
REPORT**

1. February Operating Statement and Dashboard – there were no significant variances.
2. We are recruiting a PT case manager and moving a FT case manager to Applications
3. Clinical Activity – 6 months of data beginning to show a pattern. There are month and YTD numbers available to the Board.
4. DSS Name Change and Foundation – RTM overwhelmingly approved the name change. Must review section 63 of the Town Charter on commissioner's roles and responsibilities and update it pending the legal departments review. Law firm working on foundation application.

MOTION: At 8:00pm, a motion to adjourn was passed unanimously.

NEXT MEETING

The next Board Meeting will be held on April 18th, 2017 in the Human Services Conference Room at 7:00 PM.

Respectfully Submitted,

Jeffrey Medina



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