1. Meeting Materials

Documents:

JUNE 16, 2015 BOARD OF SOCIAL SERVICES AGENDA.PDF
MAY 19, 2015 MINUTES - DRAFT.PDF
MAY 19, 2015 MINUTES - APPROVED.PDF
BOARD OF SOCIAL SERVICES
JUNE 16, 2015 - AT 7:00 PM
TOWN HALL - HAYTON CONFERENCE ROOM

MEETING AGENDA

I. ACTION/ FOLLOW–UP ITEMS
1. Approve Minutes of May 19, 2015 Meeting Mrs. Nolan
2. Committee/Work Group Assignments Mrs. Nolan
3. Department Goals FY’16 Mrs. Nolan

II. COMMISSIONER’S REPORT Dr. Barry
1. Client Track Update Ms. Fladmo
2. Homemaker Presentation Ms. Parkin-Lawrence
3. May Operating Statement & Dashboard Report Dr. Barry

III. COMMITTEE/WORK GROUP UPDATES Mr. Gunzburg
1. Community Partnership Committee

IV. EXECUTIVE SESSION: Personnel Matter

NEXT MEETING DATE IS JULY 28, 2015
Town of Greenwich  
BOARD OF SOCIAL SERVICES MINUTES  
Regular Meeting, May 19, 2015

ATTENDING

Board Attendees: Alan Gunzburg (late) (with Kili), Steve Gross, Barbara Nolan, Lauren Rabin and Winston Robinson

Staff Attendees: Alan Barry, George O’Loughlin and Martha Reyes

Other Attendees: Patricia Burns (Commission on Aging)

CALL TO ORDER

Chairman Ms. Nolan called the meeting to order at 7:00 PM in the Hayton Conference Room at Town Hall.

ACTION/FOLLOW-UP ITEMS

Approved Minutes of April 28, 2015 Meeting

MOTION: Mr. Jones moved to approve the minutes of the Board’s Regular Meeting of April 28, 2015. Second: Mr. Gross. APPROVED 5-0

COMMISSIONER’S REPORT

1) April Operating Statement & Dashboard Update - Dr. Barry reviewed the April 2015 Operating Statement and Year to Date Dashboard Report. As presented in prior months the major variance continues to be due to underage on personnel services for escorted transportation and homemaker services from earlier in the fiscal year. The department is slightly over in supplies (for BANC) and client financial assistance (more emergency rent assistance). Overall the department is 8% under budget for the year.

2) GYCP and Campership Update - Dr. Barry reported that GYCP financial donations were on track for goal and there are 211 applications for 112 spots. Since the program relies on adult staffing as well as donations; GDSS is reliant on Parks & Rec to consider expanding the program, as both departments provide supervisors. There are 194 requests for Campership (including 12 seniors) and the fundraising is 2/3 complete.

3) Client Track Progress Report – Dr. Barry reported that the Client Track implementation is progressing well. The team has finished the data (demographic and service notes) migration from Evolv. The actual services as defined in Evolv will not be migrated, the services will start fresh with Client Track streamlined services and service plans. (Evolv had over 1500 active service plan types with 600 being applicable to case management). Goals will be more intuitive, and the service plans will be simpler to use. The team is
also setting up processes to electronically track, route and approve financial assistance. Webcast training sessions will start in early June and onsite instructor-led classes will occur towards the end of June. The go-live date is still July 1, 2015. The office is also being remodeled, started with the back area of the department, working forward.

**COMMITTEE/WORKING GROUP UPDATES**

1) *Strategic Planning Working Group Update* – Mr. Robinson reported the committee received the proposal from the consultant. The committee plans on reviewing the proposal and provide an update at the next board meeting.

2) *Community Development Block Grant* – Mr. Jones reported that assignments will be distributed and committee members will begin to review requests; which typically represent 85% for capital and 15% for program requests.

**ADJOURNED**

**MOTION:** Mr. Gross motioned to adjourn the meeting at 7:35 PM. Second: Mr. Gunzburg APPROVED 6-0.

**NEXT MEETING**

The next Board Meeting will be held on June 16, 2015 in the Hayton Room at 7:00 PM.

Respectfully Submitted,

Lauren Rabin
Secretary
Town of Greenwich
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