

## 1. Meeting Materials

### Documents:

[JUNE 20, 2017 BOARD OF HUMAN SERVICES AGENDA.PDF](#)  
[MAY 16, 2017 MINUTES - APPROVED.PDF](#)  
[MAY 16, 2017 MINUTES - DRAFT.PDF](#)

**BOARD OF HUMAN SERVICES  
JUNE 20, 2017 - AT 7:00 PM  
TOWN HALL - DHS CONFERENCE ROOM**

***MEETING AGENDA***

**I. ACTION/ FOLLOW-UP ITEMS**

1. Approve Minutes of May 16, 2017 Meeting Mrs. Nolan

**II. COMMITTEE/WORKING GROUP UPDATE**

1. Achievement Gap Committee Mr. Robinson

**III. COMMISSIONER'S REPORT**

Dr. Barry

1. May Operating Statement & Dashboard Report  
2. DHS Foundation – Update

**IV. EXECUTIVE SESSION**

**NEXT MEETING DATE JULY 18, 2017**



**Town of Greenwich**  
**BOARD OF HUMAN SERVICES MINUTES**  
**Regular Meeting, May 16<sup>th</sup>, 2017**

**ATTENDING**

**Board Attendees:** Barbara Nolan, Abbott Jones, Annalisa Fernandez, Jeffrey Medina, Natalie Queen.

**Staff Attendees:** Alan Barry

**CALL TO ORDER**

Chairperson, Barbara Nolan, called the meeting to order at 7:05PM in the DHS Conference Room at Town Hall.

**BOARD PROTOCOLS**

The minutes of the April 18<sup>th</sup> Meeting were approved 5-0 as written.

**DHS BOARD  
DESCRIPTIONS,  
RESPONSIBILITIES, AND  
BY-LAW REVIEW**

*Operations and Technical Support Committee* – Mr. Medina, Chairman, announced that every 3 years the committee meets to review the boards Descriptions, Responsibilities, and By-Laws. After meeting, the committee determined that the only significant change to be made was updating the name of the Department from Social Services to Human Services.

The committee also discussed the Board's policies and procedures. Dr. Barry will be going over the intake policies and procedures. Once his review is complete, he will bring it to the committee for review and approval, before a review and approval from the full board. Committee discussed reviewing the income eligibility requirement for clients which currently is 200% below the poverty line. For a family of 4, this is equal to a household income of \$49,200. The committee may consider raising it to 250% to offset inflation and a rise in cost of living. Dr. Barry will provide an analysis detailing how this may affect our ability to fund financial assistance and how many families this may affect.

**COMMITTEE REPORTS**

*Community Partnership Committee* – Dr. Barry announced that a letter has been sent to current community partners for fiscal year '18 and the approval of our budget. They will be receiving the funding approved by the board. We have asked them to send back their memorandum of understanding for the fiscal year. Notification of the RFP for fiscal year '19 was sent to community partners and placed in newspapers.



**Town of Greenwich**  
**BOARD OF HUMAN SERVICES MINUTES**  
**Regular Meeting, May 16<sup>th</sup>, 2017**

*Communications Committee* – Mr. Jones, Chairman, the committee met twice to review the pages in the brochure that needed updating. They found that there were some revisions that need to be made as it relates to the brochure to reflect changes made in the re-organization.

**COMMISSIONER'S  
REPORT**

1. April Operating Statement and Dashboard – Dr. Barry stated we are on budget and there were no significant variances. The only discrepancy is a result of a vacant staff position or when part time staff take time off. Dr. Barry also went over the clinical dashboard and changes that have been made.
2. DHS Foundation Update – The foundation has identified 3 of the desired 5 members to serve on the board of the new foundation. Dr. Barry is preparing to send documents of incorporation to the state for approval. Once approved they can begin the implementation and development of the board itself.
3. Fiscal Year '18 budget– The RTM has approved the budget for fiscal '18. The BET is aware of the possibility the Board may request additional funding should the federal government make cuts to Medicaid or the Energy Program.

**MOTION:** At 7:30pm, a motion to go into an executive meeting was passed unanimously.

**NEXT MEETING**

The next Board Meeting will be held on June 20, 2017 in the DHS Conference Room at 7:00 PM.

Respectfully Submitted,

Jeffrey Medina



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