

1. Meeting Materials

Documents:

OCTOBER 17, 2017 BOARD OF HUMAN SERVICES AGENDA.PDF
SEPTEMBER 19, 2017 MINUTES - DRAFT.PDF
SEPTEMBER 19, 2017 MINUTES - APPROVED.PDF

**BOARD OF HUMAN SERVICES
OCTOBER 17, 2017 - AT 7:00 PM
TOWN HALL - DHS CONFERENCE ROOM**

MEETING AGENDA

I. ACTION/ FOLLOW-UP ITEMS

- | | |
|--|--------------|
| 1. Approve Minutes of September 19, 2017 Meeting | Mrs. Nolan |
| 2. Department of Human Services Amendments for Town Charter Update | |
| 3. Youth Services Bureau | Jenny Byxbee |

II. COMMITTEE/WORKING GROUP UPDATE

- | | |
|------------------------------|--------------|
| 1. Achievement Gap Committee | Mr. Robinson |
| 2. Community Partnership | Mr. Gunzburg |

III. COMMISSIONER'S REPORT

- | | |
|---|-----------|
| 1. September Operating Statement & Dashboard Report | Dr. Barry |
| 2. Budget FY 19 | |
| 3. DHS Foundation – Update | |
| 4. RBA Project | |

NEXT MEETING DATE NOVEMBER 21, 2017



Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Regular Meeting, September 19th, 2017

ATTENDING

Board Attendees: Alan Gunzburg, Abbott Jones, Annalisa Fernandez, Natalie Queen, Winston Robinson

Staff Attendees: Alan Barry

CALL TO ORDER

Acting Chairperson, Abbott Jones, called the meeting to order at 7:02PM in the Hayton Conference Room at Town Hall.

BOARD PROTOCOLS

The minutes of the August 1st Special Meeting were approved 5-0 as written.

**REVIEW OF
AMENDMENTS FOR
TOWN CHARTER**

Dr. Barry reviewed the Department's amendments for the Town Charter as drafted by the Town Legal Department, with the following changes in addition to the Department name change:

- 1) Sec. 62: The term "Human Services" is defined, employing the Department's mission statement.
- 2) Sec: 62: The Board is given the power to appoint an Acting Commissioner of Human Services in addition to, or in place of, a Deputy Commissioner of Human Services
- 3) Sec. 63: the description of the scope of the Department's services is revised to reflect more contemporary terminology.

The next step is for the Legal Department to present to Board of Selectmen before approval by the RTM. Mr. Robinson inquired as to name change consistency on letterhead and publications, which Dr. Barry confirmed was largely completed.

MOTION: a motion to approve the changes as proposed was made, seconded, and approved.

COMMITTEE REPORTS

Achievement Gap Committee- Mr. Robinson, Chairman, reported that the Committee has distributed the Achievement Gap report to community agencies and BOE members. An article on the Achievement Gap Report appeared in the Greenwich Times. It was discussed that changes in the BOE and BET members may affect receptiveness overall to report going forward. The Committee is focusing future efforts to promote the report to other groups to increase awareness, including presenting to the RTM Health and Human Services Committee.



Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Regular Meeting, September 19th, 2017

Community Partnership Committee- Mr. Gunzburg, Chairman, reported that the Committee had met in August with agencies that submitted new RFPs, and those with changes to or additions to existing programs, and will meet into September with existing programs. Meetings included CCI, Inspirica, and the following highlights:

- 1) Pathways, Inc. – the committee reviewed quarterly reports and discussed overall program funding and specific issues such as use of space and ideas on collaboration with other agencies.
- 2) YWCA – the committee met with the new CEO to discuss reporting and programs including Social and Emotional Learning.
- 3) We Act – the committee met regarding the new RFP which funds a program organizing college visit trips for qualifying high school juniors and seniors who are Greenwich residents.
- 4) Covenant House – a new immigration counseling program will be conducted monthly at DHS, beginning in September, to deliver immigration advisory services to undocumented persons. Those advised and/or seeking to take action with regards to their immigration status will continue the process at Covenant House.
- 5) RITE – program starts in October at the Windrose school to help students develop post-school workforce entry skills. The RITE program at DHS continues with better attendance and a higher rate of individual goal achievement.

The committee has 2-3 more agencies to meet with, and a trial budget will be prepared by November for Board review, prior to submitting to the First Selectman in December.

It was noted that it was more effective to deliver funding of at least \$5,000 per program. Mr. Jones asked to discuss each program in more detail at a future Board meeting, and Ms. Queen asked for more detail on the CCI homework programs.



Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Regular Meeting, September 19th, 2017

**COMMISSIONER'S
REPORT**

1. August Operating Statement and Dashboard – Dr. Barry stated that the Department is on budget and there were no specific variances. YTD FY 2018, the Department is 17% below budget; FY 2017 was 1% below and this year is expected to be consistent. The clinical dashboard is also on target, with good productivity and goal achievement.
2. Dr. Barry reviewed projects including follow-up from the Achievement Gap Task Force, establishing a Youth Services Bureau, organizing a diversity advisory committee and discussion session for immigration issues in the schools, developing ADA policies and procedures for the Town website, including an ongoing role in related concerns, opioid and substance abuse data collection and counseling, and the Results-based Accountability Project to better assess, and better direct funding to, community needs.
3. DHS Foundation Update – The Foundation is now established and will assist in the range of programs with which the Department is involved.

MOTION: At 8:05pm, a motion to enter executive session was passed unanimously.

NEXT MEETING

The next Board Meeting will be held on October 17, 2017 in the Hayton Room at 7:00 PM.

Respectfully Submitted,

Annalisa Fernandez



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