

1. Meeting Materials

Documents:

DECEMBER 20, 2016 BOARD OF SOCIAL SERVICES AGENDA.PDF
NOVEMBER 22, 2016 (POSTPONED FROM NOVEMBER 15, 2016) MINUTES -
DRAFT.PDF
NOVEMBER 22, 2016 (POSTPONED FROM NOVEMBER 15, 2016) MINUTES -
APPROVED.PDF

**BOARD OF SOCIAL SERVICES
DECEMBER 20, 2016 - AT 7:00 PM
TOWN HALL - DSS CONFERENCE ROOM**

MEETING AGENDA

I. ACTION/ FOLLOW-UP ITEMS

- | | |
|---|--------------|
| 1. Approve Minutes of November 22, 2016 Meeting | Mrs. Nolan |
| 2. Calendar Review for 2017 Meeting Dates | Mrs. Nolan |
| 3. DSS Staff | Scott Harvey |

II. COMMITTEE/WORKING GROUP UPDATE

- | | |
|------------------------------------|--------------|
| 1. Communications Committee | Mr. Jones |
| 2. Community Partnership Committee | Mr. Gunzburg |
| 3. Human Resources Committee | Mrs. Nolan |

III. COMMISSIONER'S REPORT

- | | |
|--|-----------|
| | Dr. Barry |
| 1. November Operating Statement & Dashboard Report | |
| 2. DSS Name change and Foundation – Follow-up | |

NEXT MEETING DATE JANUARY 17, 2017



Town of Greenwich
BOARD OF SOCIAL SERVICES MINUTES
Regular Meeting, November 22, 2016
(Postponed from November 15, 2016)

ATTENDING

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

Staff Attendees: Alan Barry

Guests: Peter Tesei, First Selectman, Town of Greenwich

CALL TO ORDER

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

BOARD PROTOCOLS

The minutes of the October 8, 2016 meeting were read and approved as drafted.

COMMITTEE REPORTS

Report of the Finance Committee: Mr. Gross reported on the recent meeting of the Finance Committee with the Commissioner. The Committee approved the 2017-2018 budget, which increased total spending by 2% over the prior year, as mandated by the Board of Estimate and Taxation for all Departments.

Board received a revised FY '18 budget that included the Youth Services Coordinator position. This increases the Department budget by \$56,000. The total increase in the FY '18 budget is \$122,862 (+3.79%). The funding for the position will be transferred from the First Selectman's budget to DSS so is budget neutral. See below for explanation.

Motion made and seconded to approve revised budget. Board approved revised budget 7-0.

**FIRST SELECTMAN
COMMENTS**

Mr. Tesei reviewed the major issues relating to the Town Budget and praised the department for its performance. He noted that the position of Youth Services Coordinator, which in FY '17 has been reporting directly to the First Selectman, Police Chief Heavey and Dr. Barry. The position will be transitioned to the Department of Social Services, and will henceforth be directly responsible for its activities, as opposed to its current oversight role. The annual cost of \$56,000 will be added to the Department budget.

Mr. Tesei also asked that the department consider changing its name from "Social Services" to "Human Services", which is more



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consistent with its activities. The Commissioner noted that the suggestion is in line with what other municipalities have done.

**COMMISSIONER'S
REPORT**

The Commissioner reviewed the operating statement for November. The department is on track for the current fiscal year with no significant variances from plan.

The Commissioner reported on a project to set up a GDSS foundation to act as the conduit for funds raised from the public in connection with existing GDSS programs. These currently include Camperships, GYCP, BANC and various holiday Gift activities. The United Way has acted on the Department's behalf to allow contributions to be tax deductible; however, they are no longer able to perform this service.

The Town Legal department has advised the Commissioner that the department should set up its own Foundation as a 501 C3 entity for tax purpose. The Town Parks and Recreation Department set up its own foundation several years ago and it has been effective in maintaining the tax status of contributions to its activities. Their work in establishing a Foundation was shared with the Commissioner.

It was agreed that Mr. Gross, who has experience in the field of foundations and their management, would work with the Commissioner and members of the Finance Committee on the process of setting up a proprietary GDSS foundation. The Town Legal Department will be kept advised of the project.

MOTION: a motion to adjourn was made, seconded and approved 7-0.

The meeting was adjourned at 8:10 PM.

NEXT MEETING

The next Board Meeting will be held on December 20, 2016 in the DSS Conference Room at 7:00 PM.

Respectfully Submitted,

Abbott Jones, Secretary



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