



**Town of Greenwich**  
**BOARD OF HUMAN SERVICES MINUTES**  
**In Person Meeting, Tuesday, January 10, 2023**

**ATTENDING**

**Board Members Present:** Patty Roberts, Debbie Appelbaum, Natalie Queen, Gillian Ingraham, Dawn Turner, Greg Pauletti

**Board Members Absent:** Tara Restieri, Erica Klair, Winston Robinson

**Staff/Other Attendees:** Commissioner Demetria Nelson, Ellen Wolfson, Commission on Aging Board

**CALL TO ORDER**

Chairperson, Patty Roberts, called the meeting to order at 7:00 pm.

**BOARD PROTOCOLS**

Ms. Roberts reviewed a proposed meeting calendar for 2023. After consulting Board By-laws and confirming the Board would exceed the minimum number of meetings required, it was decided there would be no Board Meeting held in February as well as August. It was recommended that all committees use February to hold Committee meetings instead. The Board meeting calendar was accepted by unanimous consent.

**Approval of Minutes:** Ms. Appelbaum made a motion to approve the minutes from the Nov. 15, 2022 meeting. Ms. Queen seconded that motion. With a 7-0 vote of those present, the motion passed.

(Note: As there was no quorum at the Dec. 2022 meeting the 11/15/22 minute approval was postponed to January. Additionally, since that meeting had to be cancelled there are no minutes for it.)

**COMMISSIONER'S REPORT**

Commissioner Nelson welcomed Ellen Wolfson from the Commission on Aging Board to our meeting. Commissioner Nelson gave her monthly report. Below, please find information regarding some of the meetings she attended since BHS' last meeting:

- FSYC Meeting: They are developing a mental health project for March and will be working with Ellen Brezovsky from KIC, Danielle Sittol from GDHS, and clinicians in town. The youth will take the lead to design the program.
- Greenwich Together/Youth Coalition Meeting: She co-facilitated the meeting.
- The Longest Night Interfaith Service (Stamford): This was the first year Greenwich participated in the memorial service for the homeless.
- Greenwich Youth Services Legislative Breakfast: They identified issues of import to town youth which they wanted recognized on the state and federal level.
- The Norwalk Community Providers Bi-weekly Call: Participation in this meeting often provides helpful information about what other communities are facing.
- Area Human Services Department Head Meeting: They review trends and information. GDHS has made significant strides related to structuring its Opioid settlement funds process as compared to some towns. There will



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be a statewide session regarding how all communities may manage these funds. Ms. Nelson will report the results of that session.

- It was noted the BET Law Committee will meet Tues., 01/17/2023 and the full BET on Thurs., 01/19/2023 to accept the recommendation of the Town's Opioid Settlement Committee regarding the use of the opioid settlement funds in Greenwich.

Commissioner Nelson reported on the Operating Statement and the Monthly Dashboards:

The Department is operating at 11% under budget. The average number of referrals increased from 45 to 46. For Applications, the Average Actual Clients Served increased from 340 to 341. For Case Management, the Average Actual Clients Served increased from 309 to 310. For Applications, the Average Goals Achieved increased from 6 to 7. For Case Management, the Average Goals Achieved increased from 10 to 21. The Average Overall Staff Productivity remained the same at 73% (goal - 65%). The Top Ten Services Provided by Hours included Education instead of Renter's Rebate.

**STRATEGIC PLAN UPDATE:** Commissioner Nelson provided an update on progress toward Strategic Plan goals for FY'23.

1. Expand BANC afterschool program to Pre-K. This goal is in process, but facing difficulty due staffing.
2. Expand Mental Health/Addiction Services. This goal has been met. It has been achieved by 3 organizations and the postvention services have been added.
3. Update all marketing materials with the new GDHS logo, mission statement, and strategies. Begin use in presentations and materials. This goal has been met.
4. Develop a media kit for use by Community Partner Organizations. Ms. Klair and Ms. Roberts have been assisting with this. The goal is to have our partners interact more with our Media. This goal is in progress. **ACTION ITEM:** Insure necessary language to this effect is included in the upcoming Community Partnership funding RFP.
5. Coordinate press recognition with our Partners for items/projects we fund. This goal has been met. **ACTION ITEM:** See if we may add information into the Greenwich Housing quarterly newsletter. Add flyers regarding Energy Assistance to Greenwich Communities' rent statement mailing.

There was a brief board discussion about social media posting and how to get more interaction from our partners. Also, whether spending money might address this issue. The Communications Committee will be looking at how to get more hits/views for our social media posts.



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6. Explore more partnerships as needs arise. This goal is in progress.
7. Secure a Board seat for a GDHS Representative on the Human Services Foundation Board. This goal is in progress. Ms. Roberts is taking the lead.
8. Continue to educate stakeholders on the work of the GDHS. This goal is in Progress. One-on-one conversations are being held with members of the BET, RTM and Town of Greenwich officials. It was suggested the RTM BOC might be added to that list.

Additional discussion about other work related to the strategic plan followed. It was noted the Community Partnership Committee needs to evaluate each partnership prior to the end of the fiscal year. The committee will be addressing this goal at their February meeting.

There was an update on the MHFA Training of the Trainer and on reaching out to Lori Contadino regarding how to tap into funds for TechConnectt.

**GENERAL BOARD  
BUSINESS**

An effort was made to take a picture of the entire Board for use in the annual report. Although a photo was taken, it was determined it would be too difficult to photoshop in absent members. This year, names will be listed without the use of a Board photo. An effort will be made at another time to secure a photo of the Board.

**MEETING ADJOURNED**

A motion to adjourn was made by Ms. Roberts and seconded by Ms. Appelbaum. The vote was unanimous.

**NEXT MEETING**

The next Board meeting will be held on Tuesday, March 21, 2023 at 7:00 pm via ZOOM.

Respectfully Submitted,

Debbie Appelbaum, Secretary, GDHS Board