



Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Virtual Meeting, March 16, 2021

ATTENDING

Board Members Present: Alan Gunzburg, Natalie Queen, Dawn Turner, Winston Robinson, Patty Roberts, Jeffrey Medina, Debbie Appelbaum, Gillian Ingraham, Tara Restieri

Staff/Other Attendees: Demetria Nelson, Jennafer Kalna, Danielle Jean-Guillaume Sittol

CALL TO ORDER

Chairperson, Alan Gunzburg, called the meeting to order at 7:01PM.

BOARD PROTOCOLS

Alan Gunzburg made a motion to approve the minutes from the February Meeting. Patty Roberts and Natalie Queen seconded.

Alan Gunzburg gave background and explained how the Board was able to increase in size. Since the Board by-laws were never approved through the pandemic, Patty Roberts made a motion to approve the bylaws. Debbie Appelbaum seconded. The Bylaws were approved.

All Board Members introduced themselves to each other.

**PRESENTATION BY
DANIELLE JEAN-
GUILLAUME SITTOL,
YOUTH SERVICES
BUREAU
ADMINISTRATOR**

Danielle talked about her position as the Youth Services Bureau Administrator and what her job entails. She works with youth in high school, middle school, and elementary school. She described the Greenwich Inter-Agency Team (IAT), the Juvenile Review Board (JRB), and the First Selectman's Youth Commission (FSYC). IAT has had 17 referrals this year. Students are primarily referred by the school system. This program partners with Kids in Crisis and other community agencies to address the needs of the students.

JRB is a court diversion program for first offenders under the age of 18. Students who participate in JRB are referred through the police department.

FSYC consists of 30 young adults from high schools in Greenwich and students who reside in Greenwich, but may attend high school elsewhere. The group has partnered with Liberation House, Greenwich Police Department, and other agencies. Annually, they coordinate and host a diversity conference. The students are focusing on Diversity, Equity, and Inclusion from their perspective rather than an adult's view. They would like to incorporate students with disabilities.



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**COMMITTEE
UPDATES**

Community Partnership (CP) Committee:

Winston Robinson - We discussed Kids in Crisis and YWCA - how they jointly wrote a letter to the BET budget committee. These agencies had concerns that DHS will continue to reduce their budget. They proposed changes in the funding stream and governance process (not including DHS). Demetria wrote a letter proposing the funding for the agencies remain in DHS with a revised governance process. The proposals will be submitted to the First Selectman and the Town Administrator for suggestions. We are in the process of reviewing through the school system on how the programs are doing in the schools. The goal is to have both programs remain within our budget with periodic review (semi-annually). Alan explained the history of how these programs came into our budget and how they have grown through the years. Discussion continued related to this matter.

**COMMISSIONER'S
REPORT**

Commissioner Nelson reviewed the various meetings that she attended over the last month. They focused on addressing the needs of vulnerable populations, e.g., older adults, individuals with disabilities, individuals with mental health disorders, and individuals with low-incomes.

Demetria attended the following trainings over the last month: a Title VI Training sponsored by Rutgers University, Addressing Suicide Risk During the Pandemic, How Police Civilian Review Board Works - The Atlanta Model, and a group viewing of the documentary "The S Word" (about suicide prevention).

Operating Statement

The Department is 12% below budget (one of the contributing factors is the unfilled Case Manager position). There is a decrease in requests for client assistance. There have been several requests for rental assistance for undocumented clients that have been funded by the Foundation and/or the Salvation Army.

Clinical Activity Dashboard

The average number of referrals decreased from 43 to 41. Top Ten Services Provided by Hours - This month, Employment and Education are in the Top 10 instead of Renter's Rebate and Community Gifts. Overall Staff Productivity for both units is 74% (a slight drop from 75%).



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Goals Achieved - There was an increase in Average Total Goals from 22 to 25. Average Goals Achieved increased from 15 to 18. Goals Discontinued remained the same at 7.
Clients Served - For Applications, the Average Number of Clients Enrolled remained the same. The number of Actual Clients Served decreased from 349 to 334, but continues to be above the projected goal. For Case Management, there was a slight increase from 287 to 294.

FY 22 BUDGET

The Budget update was given during the Community Partnership discussion. There will be a joint meeting of the Finance and Community Partnership (CP) committees before the next board meeting to discuss the reallocation of unused CP funds.

Demetria (or a DHS representative) will be added to Affordable Housing Committee and the Blight Committee.

Winston discussed the Strategic Planning Work Group.

There was discussion of starting nominations for two future Board positions that may become vacant.

**MEETING
ADJOURNED**

Motion to Adjourn: Motion to Adjourn Debbie Appelbaum and seconded by Patty Roberts.

NEXT MEETING

The next Board Meeting will be held on Tuesday, April 20, 2021 via Zoom at 7:00 PM.

Respectfully Submitted,

Natalie Queen