



**Town of Greenwich**  
**BOARD OF HUMAN SERVICES MINUTES**  
**Regular Meeting, April 18<sup>th</sup>, 2017**

**ATTENDING**

**Board Attendees:** Barbara Nolan, Abbott Jones, Annalisa Fernandez, Winston Robinson, Jeffrey Medina, Alan Gunzburg

**Staff Attendees:** Alan Barry

**CALL TO ORDER**

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

**BOARD PROTOCOLS**

The minutes of the March 21<sup>st</sup> Meeting were approved 6-0 as written.

**DHS COMMITTEE**

Dr. Barry, Mr. Jones and Mrs. Nolan met and assigned board members to their respective committees. Board members are able to participate on any committee they feel would interest them, or could add additional value to.

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

1. Dr. Barry reviewed the various board committee memberships. He provided the board with a document illustrating who is on what committee and highlights the key areas each committee focuses on.
2. Every 3 years the Board's By-Laws, roles/responsibilities are reviewed and updated. A review and update is due. The board has decided that the Operational & Technical Support group will review and recommend any changes or updates at the next Board meeting.

**COMMITTEE REPORTS**

*Community Partnership Committee* – Mr. Gunzburg, Chairman, announced the committee met with the Laurel House on March 30<sup>th</sup>. It was a productive meeting. Mr. Gunzburg went over how DHS supports Laurel House with their supported employment and education program. The program has expanded over the years adding software which helps people make clear and concise choices. The software helps people create the ability to look at different problems and solve them in a way which they weren't able to previously. We have asked them to work with us at connecting to both the High School and the Alternative High School.

A letter will be going out in May to Community Partner agencies confirming grants for FY '18.



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*Communications Committee* – Mr. Jones, Chairman, informed the Board on some of the various responsibilities of the committee and what their role is on the board. He also discussed the most recent activities, such as website update and annual report.

*Achievement Gap* – Mr. Robinson, Chairman, mentioned that the committee is beginning to wind down. They have written a draft discussing the various people/agencies they have been speaking with. The draft describes the background of the situation, what has been done, reasons for an achievement gap, and offers solutions to help overcome some of these issues.

**COMMISSIONER'S  
REPORT**

1. March 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 staff uses PTO. Dr. Barry also went over the clinical dashboard and changes that have been made.
2. DHS Foundation Update – The foundation is looking for 5 members. The board is encouraged to recommend anyone they feel would be interested in this role. Steve Gross has mentioned he was interested in being part of this board. This must be done in order to complete the application. It had been suggested that since many of the foundations programs will focus on kids, perhaps we should have a student be part of this board.
3. Fiscal Year 18' budget– The RTM has asked questions about the budget including the Youth Services Administrator position. Dr. Barry replied to the requested information and has yet to hear back. The department is close to choosing a person to fill the role.

**MOTION:** At 8:00pm, a motion to adjourn was passed unanimously.

**NEXT MEETING**

The next Board Meeting will be held on May 16<sup>th</sup>, 2017 in the DHS Conference Room at 7:00 PM.

Respectfully Submitted,

Jeffrey Medina