



Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Regular Meeting, April 21st, 2020

ATTENDING

Board Members Present: Abbott Jones, Alan Gunzburg, Natalie Queen, Jeffrey Medina, Tom Petrone, Winston Robinson, Annalisa Fernandez

Staff/Other Attendees: Alan Barry, Jennafer Kalna, Jenny Larkin, Ellen Wolfson

CALL TO ORDER

Chairperson, Abbott Jones, called the meeting to order at 7:00PM via Zoom.

BOARD PROTOCOLS

The minutes of the February 18th meeting were approved 7-0 as written.

**NOMINATING
COMMITTEE**

Alan Gunzburg reviewed the nominating process and the potential new slate for the upcoming term. Chair- Alan Gunzburg, Vice- Chair- Winston Robinson, Secretary-Natalie Queen.

NEW COMMISSONER

Abbott Jones reported that the search for the new commissioner has no updates at this time. If anyone has a candidate in mind, please give the name to Debra Hertz.

**COMMISSIONER'S
REPORT**

March Operating Statement: 9% under budget-recruiting for a Full-time Case Manager, Dr. Barry would still like this position filled. Town has a hiring freeze right now. Dr. Barry will ask if he can still fill the position.

Dashboard Review: There were 55 referrals in March and so far in April there has been a surge of referrals reflecting the shutdown of the economy.

Referrals for April have been high. 71 intakes- Referrals are coming in for food assistance and they are being referred to Neighbor to Neighbor. N2N is pre-packaging 795 meals and TAG has been delivering the meals to town residents Monday through Friday. Jennafer Kalna has been instrumental in the scheduling and helping with the billing.

N2N is now operating out of the Teen Center on Arch Street. Mothers 4 Others is working out of the N2N space. If a resident is in need of assistance, they are being directed to the Department of Human Services and referred to the appropriate community agency. Residents with food insecurity issues are being referred by JFS. The criteria for assistance are still the same as before the pandemic.



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Clients are also seeking help with SNAP applications and utility bills. There is also a high demand for rental assistance. At this point, DHS has funding levels for clients seeking rental assistance. Dr. Barry also submitted a grant to CDBG for rental assistance through the COVID 19 Relief Fund.

BET directed Town Departments to maintain budgets to FY 2020 level. This translates to a \$71,000 adjustment from the proposed FY 21 Department budget.

Mr. Jones asked how the staff were handling the increase in caseloads. Dr. Barry reported that so far the staff are able to handle the referral increase. If referrals stay at the current pace, the department would need to fill the unfilled case manager position to keep up with the number of cases being processed through intake.

The town freeze on jobs might affect the summer programs. DHS is still planning ahead for the summer programs, and will follow any state regulations related to safety.

Part of the cost of the TAG food delivery is through a transfer of payment from River House (temporarily closed) for increased food delivery.

Tom Petrone asked if this would affect the hiring of the unfilled case manager position. Dr. Barry is reviewing all unfilled positions with the Town Administrator and HR.

Tom Petrone also asked about the Board by-law changes. The changes were presented to the legal department just prior to the COVID-19 outbreak. A request to increase number of Board Members was postponed due to the Corona virus and will be taken up at a later date.

NEXT MEETING

The next Board Meeting will be held on May 19th, 2020 via Zoom at 7:00 PM.

Respectfully Submitted,

Natalie Queen