



Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Regular Meeting, May 16th, 2017

ATTENDING

Board Attendees: Barbara Nolan, Abbott Jones, Annalisa Fernandez, Jeffrey Medina, Natalie Queen.

Staff Attendees: Alan Barry

CALL TO ORDER

Chairperson, Barbara Nolan, called the meeting to order at 7:05PM in the DHS Conference Room at Town Hall.

BOARD PROTOCOLS

The minutes of the April 18th Meeting were approved 5-0 as written.

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

Operations and Technical Support Committee – Mr. Medina, Chairman, announced that every 3 years the committee meets to review the boards Descriptions, Responsibilities, and By-Laws. After meeting, the committee determined that the only significant change to be made was updating the name of the Department from Social Services to Human Services.

The committee also discussed the Board's policies and procedures. Dr. Barry will be going over the intake policies and procedures. Once his review is complete, he will bring it to the committee for review and approval, before a review and approval from the full board. Committee discussed reviewing the income eligibility requirement for clients which currently is 200% below the poverty line. For a family of 4, this is equal to a household income of \$49,200. The committee may consider raising it to 250% to offset inflation and a rise in cost of living. Dr. Barry will provide an analysis detailing how this may affect our ability to fund financial assistance and how many families this may affect.

COMMITTEE REPORTS

Community Partnership Committee – Dr. Barry announced that a letter has been sent to current community partners for fiscal year '18 and the approval of our budget. They will be receiving the funding approved by the board. We have asked them to send back their memorandum of understanding for the fiscal year. Notification of the RFP for fiscal year '19 was sent to community partners and placed in newspapers.



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Communications Committee – Mr. Jones, Chairman, the committee met twice to review the pages in the brochure that needed updating. They found that there were some revisions that need to be made as it relates to the brochure to reflect changes made in the re-organization.

**COMMISSIONER'S
REPORT**

1. April 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 part time staff take time off. Dr. Barry also went over the clinical dashboard and changes that have been made.
2. DHS Foundation Update – The foundation has identified 3 of the desired 5 members to serve on the board of the new foundation. Dr. Barry is preparing to send documents of incorporation to the state for approval. Once approved they can begin the implementation and development of the board itself.
3. Fiscal Year '18 budget– The RTM has approved the budget for fiscal '18. The BET is aware of the possibility the Board may request additional funding should the federal government make cuts to Medicaid or the Energy Program.

MOTION: At 7:30pm, a motion to go into an executive meeting was passed unanimously.

NEXT MEETING

The next Board Meeting will be held on June 20, 2017 in the DHS Conference Room at 7:00 PM.

Respectfully Submitted,

Jeffrey Medina