



**Town of Greenwich**  
**BOARD OF HUMAN SERVICES MINUTES**  
**Regular Meeting, June 18<sup>th</sup>, 2019**

**AATTENDING**

**Board Attendees:** Annalisa Fernandez, Jeffrey Medina, Alan Gunzburg, Abbot Jones, Natalie Queen

**Staff Attendees:** Alan Barry

**CALL TO ORDER**

Chairperson, Abbot Jones, called the meeting to order at 7:00PM in the DHS Conference Room at Town Hall.

**BOARD PROTOCOLS**

The minutes of the May 21<sup>st</sup> meeting were approved 5-0 as written.

**COMMITTEE  
ASSIGNMENTS**

Board Members were assigned their respective committees for the upcoming fiscal year

**COMMITTEE REPORTS**

1. *Strategic Planning Committee* – Dr. Barry, announced that the strategic plan for the upcoming fiscal year has been approved by the Strategic Planning Committee. The goals for the next three years are as follows:
  - a. **Collaboration and Partnerships** - Determine priority need areas for community collaborations by identifying critical social issues through internal assessment documents and external reports such as the United Way's Needs Assessment and GCHIP Community Needs. Organize community work groups and coalitions around identified critical social issues to establish strategies and solutions for improvement (e.g., achievement gap, opioid/heroin, domestic violence, hoarding, and mental health).
  - b. **Communications and Public Relations** - Contact and present information on DHS services to community agencies/partner. Request coverage of DHS community activities on health and human service issues by press/media. Host and participate in community forums on critical social issues (e.g., opioid addiction).
  - c. **Technology** - Develop and/or revise metrics that will facilitate individual and departmental performance and goals. Maintain and refine Results-Based Accountability (RBA) outcome report and identify best practice.
  - d. **Service Delivery** - Evaluate the department's client income eligibility requirement of 200% federal poverty



**Town of Greenwich**  
**BOARD OF HUMAN SERVICES MINUTES**  
**Regular Meeting, June 18<sup>th</sup>, 2019**

guideline and assess feasibility for increasing the percentage for client income eligibility. Increase communication efforts with state agencies (DMHAS, DCF, DSS) to ensure client support.

- e. **Department Culture** - Department survey on assessing staff satisfaction and perceptions on Department's mission, vision, and values. Apply program standards that staff will be held accountable for maintaining. Run monthly update meetings where staff can share ideas and information.

Mr. Gunzburg made the motion to accept and approve the FY 20-22 (3-year) Strategic Plan. Motion was seconded by Mr. Fernandez.

2. *Community Partnership Committee – Mr. Gunzburg, Chairman*, announced there were no new meetings with community partners until new committee assignments were completed. Once completed, the committee will discuss what partners they want to meet, how the money available to the programs are being divided and when they will be scheduled.

**COMMISSIONER'S  
REPORT**

1. Dr. Barry announced the department is running roughly 5% under budget. Most of this is attributed to unfilled positions.
2. Dr. Barry also announced there were no significant variances in the clinical dashboard and provided supporting documentation to the committee for their review.

**NEXT MEETING**

The next Board Meeting will be held on July 16<sup>th</sup>, 2019 in the DHS Conference Room at 7:00 PM.  
The next Board Meeting will be held on October, \_\_\_\_\_ 2018 in the Hayton Room at 7:00 PM.

Respectfully Submitted,

Jeffrey Medina