



Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Regular Meeting, June 19th, 2018

ATTENDING

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

Staff Attendees: Alan Barry, Tina Corlett

CALL TO ORDER

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

BOARD PROTOCOLS

The minutes of the April 17th meeting were approved 6-0 as written.

ADVOCACY

Ms. Corlett (Case Manager) met with the Board to describe some of the ways she's has advocated for her clients. She provided 2 examples of how she works with her clients. One of which was arranging companion services to the elderly. This allows for various types of support both physical and mental. She also has been working with another client who was utilizing a program and was sent a bill that was many times more than what she was used to receiving. Ms. Corlett had worked with that client to help her get in touch with those responsible for the billing to see if there was a mistake made and try to get this corrected. She emphasizes that her job is not only to act on their behalf but to put the client in the position to handle situations on their own so they are more self-sufficient.

**NOMINATING
COMMITTEE**

Mr. Gunzburg, Chairman announced we had a slate of board officers that needed to be voted on. Officers are exactly the same as the previous year with no changes. Barbara Nolan, Chair of the board, Abbot Jones Vice Chair, and Jeff Medina Secretary. The Board voted unanimously for the proposed officers.

**COMMISSIONER'S
REPORT**

1. May Operating Statement and Dashboard – Dr. Barry stated there were no significant variances to report. The Department is roughly 8% under budget. We should be moving towards 3% under budget within the next couple of months which is in line with previous years.
2. 45 referrals a month – admitting an average 20 clients a month. 42% are first time clients and 15% are re-admits. Of the 7 readmissions in the month of May only 1 was readmitted within 1-3 months of being discharged, 2



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returned within 7-12 months, 3 returned within 1-3 years and 1 after being discharged over 3 years ago.

3. Applications is averaging about 724 clients for the year and another 433 in case management. These numbers remain steady for the year. The department has served more clients than it had projected for the year. Clients, on average achieve about 65% of their goals.
4. The prevention council will be going over the results of the student survey that was completed. The report will assess how students are viewing strengths and supports in the community and utilization of different kinds of substances such as Tobacco, Marijuana, Opioids, Alcohol. Cyber Bullying is also part of this survey and how prevalent kids believe it is in school.
5. Dr. Barry mentioned that we will be moving into the 3rd year of our Strategic Plan, fiscal year '19. We should start to think about establishing the next 3yr plan and do it internally or through an outside consultant. Dr. Barry also mentioned that during the upcoming fiscal year '19 the department will be working on a staff orientation manual. The staff has been asked to come up with two topics that can be used as part of training for case managers. Two of the ideas mentioned were trafficking & substance abuse and mental health assessments. another area the department is looking to take a leadership role in is increased suicide prevention and how to combat the increase in incidents.

NEXT MEETING

The next Board Meeting will be held on July 17th 2018 in the DHS Conference Room at 7:00 PM.

Respectfully Submitted,

Jeffrey Medina