



**Town of Greenwich**  
**BOARD OF HUMAN SERVICES MINUTES**  
**Virtual Meeting, Tuesday, June 21, 2022**

- ATTENDING**                      **Board Members Present:** Patty Roberts, Natalie Queen, Dawn Turner, Gregg Pauletti, Debbie Appelbaum, Winston Robinson, Tara Restieri, Gillian Ingraham  
**Staff/Other Attendees:** Commissioner Demetria Nelson, Jennafer Kalna
- CALL TO ORDER**                      Chairperson, Patty Roberts, called the meeting to order at 7:04PM.
- BOARD PROTOCOLS**                      Patty Roberts asked for a motion to approve the minutes from the May Meeting. Winston made the motion and it was seconded by Tara. The minutes were approved with any necessary corrections.
- BOARD ELECTION**                      Both Patty Roberts and Winston Robinson were nominated for Chairperson. No one was nominated for Vice-Chairperson. It was agreed that whoever was not voted Chairperson would be Vice-Chairperson. Patty was voted in as Chairperson. Winston will be Vice-Chairperson. Debbie Appelbaum ran without opposition for Secretary. Debbie was voted in as Secretary.
- PRESENTATION:  
COMMUNITY  
PROGRAMS**                      Linda Sandiaes and Alison Brush provided an update on community programs. Alison talked about the success of the campership program. One hundred twenty-one (121) applications were submitted; eighty-two (82) families were awarded scholarships (111 children); twenty-two (22) families are on the waiting list (36 kids); and seventeen (17) people did not respond. Camp starts next week. Not as many kids applied for sleepaway camp this year as in past years. There are 17 older adults who have completed applications and are registered for camp. Nine (9) older adults are in the process of completing the application process. There are 30 spaces available for older adults. GYCP is about to begin and transportation has been secured.
- COMMITTEE UPDATES**                      Patty provided an update for the committees listed below.  
***Strategic Planning*** - There was an email exchange about the strategic plan implementation and communication process.  
  
***Human Resources*** - The Committee met and approved the Commissioner’s evaluation.  
  
***Communications*** - Winners for the logo contest have been chosen. Elements from the winning logos will be combined to produce the final product. We will also post the runner(s)-up on the Department’s social media accounts. In addition, members of the Committee met with J. Howard Public Relations to discuss the development of a media kit.



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**COMMISSIONER'S  
REPORT**

Demetria participated in multiple meetings, trainings, and events over the past month. The average number of referrals increased from 43 to 44. For Applications, the Average Actual Clients Served decreased from 315 to 314. For Case Management, the Average Actual Clients Served remained the same at 311. For Applications, the Average Goal Achieved decreased from 20 to 19. For Case Management, the Average Goal Achieved also decreased from 20 to 19. The Average Overall Staff Productivity decreased from 73.5% to 73% (goal - 65%). The Top Ten Services Provided by Hours for this month included the standard top ten services.

This Board will continue to operate under a virtual meeting schedule.

**MEETING ADJOURNED**

Patty made a motion to adjourn and Debbie seconded the motion.

**NEXT MEETING**

The next Board meeting will be held on Tuesday, July 19, 2022 via Zoom at 7:00 PM.

Respectfully Submitted,  
Natalie Queen