



**Town of Greenwich**  
**BOARD OF HUMAN SERVICES MINUTES**  
**Virtual Meeting, July 21<sup>st</sup>, 2020**

**ATTENDING**

**Board Members Present:** Alan Gunzburg, Natalie Queen, Winston Robinson, Tom Petrone, Patty Roberts, Jeffrey Medina

**Staff/Other Attendees:** Alan Barry, Jennafer Kalna, Dawn Turner

**CALL TO ORDER**

Chairperson, Alan Gunzburg, called the meeting to order at 7:00PM via Zoom.

**BOARD PROTOCOLS**

The minutes of the June 16<sup>th</sup> meeting were approved 6-0 as written.

**ANNOUNCEMENTS**

Alan Gunzburg talked about committee assignment going out shortly. Committees have not met since March because of COVID-19.

**COMMISSIONER'S REPORT**

The Fiscal Year 2021 Budget BET guidelines of maintaining a flat budget were discussed. The allocation of funds to staffing were reviewed. The Case Manager position was established to remain in the budget. A new bi-lingual (Spanish speaking) Case Manager would be filling the position in September 2020. The salaries for the new Commissioner and the new Director of Community Programs would be decreased for this fiscal year. The Community Partnership budget was reviewed. The two programs with the highest funding were Kids-in-Crisis and the YWCA. It was determined that the funding for these two partners would be decreased by 10%. Because of the salary adjustments and the cut to the two partners, GDHS was able to decrease the budget by 1.76% (\$70,719.00).

The adjustments described above were presented to the HHS committee. The BET had made an adjustment to GDHS budget. The approved budget presented by the BET included \$71,000 being cut from the salary line.

A motion was made and passed by the Board of Human Services to approve the adjustments to the two staff members' salaries and the two community partnership allocations. A one-by-one vote was taken from each Board member. The vote passed unanimously.



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The current Operating Statement was reviewed. It is 3% under budget which is normal for the department. There has been an increase in financial assistance requests, i.e., rent and utilities requests, because of COVID. For Fiscal Year 2021, \$200,000 was allocated for client financial assistance. CDBG also secured an additional \$50,000 for rental assistance. Paperwork is being processed, so that the money is being accounted for that goes out for the CDBG monies. Public sector evictions are currently frozen until August 2020. Some private sector evictions are being executed.

Clinical Activities finished the year with a three-year trend that looks steady. There were 615 referrals - 14 more than 2019. Most referrals came in at the beginning of the COVID pandemic. We were on a downward trend in prior years, but, due to COVID, the numbers increased. Admissions were 275 - 20 more than 2019. First Time Admissions were 141 - 41 more than the prior fiscal year. Readmissions went down from 155 to 134. An average of 700+ clients were served by the department.

Agencies with the most referrals were Neighbor to Neighbor (158 clients), DSS-State (119 clients), RITE (62 clients), and New Covenant (40 clients).

Town Project coming up about community safety and wellness. The role the department may play in assisting the community within this new group. Police are usually the first responders on domestic abuse, mental illness calls, and homelessness calls. The police could benefit from the support of social workers from the department in addressing these types of calls. The town administration is looking into forming this new committee/task force. GDHS may take a lead role in this task force.

The transition plan for the department leadership was discussed. Dr. Barry will remain on until the end of August. The new Commissioner, Demetria Nelson, will begin on August 24<sup>th</sup>. There will be a one-week overlap allowing for the communication of key information.

An update related to the BANC Afterschool Program and GYCP was presented. The GYCP second session was reported to be doing very



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well with several adjustments related to COVID. The BANC Afterschool Program has been providing services for over 30 years in the BANC Building. This upcoming academic year, the BANC program is scheduled to provide services in the New Lebanon School. GDHS is working with the Superintendent and Assistant Superintendent of Greenwich Schools in order to finalize these plans while adjusting to the challenges presented by the COVID-19 pandemic.

**MEETING ADJOURNED**

Motion to adjourn-Tom and Patty 7:59pm

**NEXT MEETING**

The next Board Meeting will be held on September 15, 2020 via Zoom at 7:00 PM.

Respectfully Submitted,

Natalie Queen