Town of Greenwich
BOARD OF HUMAN SERVICES MINUTES
Virtual Meeting, November 17, 2020

ATTENDING

Board Members Present: Alan Gunzburg, Winston Robinson, Jeffry Medina, Patty Roberts, Natalie Queen, Dawn Turner

Staff/Other Attendees: Demetria Nelson, Jennafer Kalna

CALL TO ORDER

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

BOARD PROTOCOLS

Alan Gunzburg made a motion to approve the October meeting minutes, approved by Patty Roberts, seconded by Winston Robinson. No discussion or changes were needed.

ANNOUNCEMENTS

The Board of Human Services was approved by the RTM to expand the Board by two members. There are two candidates who have expressed an interest. We have three vacancies.

COMMUNITY PARTNERSHIP COMMITTEE

Winston Robinson presented the update for the Community Partnership Committee:
The committee has met with all its partners except one, Pacific House (scheduled for 11/30/2020). We discussed how the agencies have worked through the pandemic and their steps to move forward. Each agency discussed plans before during and in the moment functions. Each agency is following CDC and State guidelines. Funds are being held for two partners (River House and CCI). River House is not providing transportation services at this time and have a reduced daily census. CCI will no longer be providing the homework club at Julian Curtiss. The services will be provided by another agency. Patty inquired about approving $891,400 for the Community Partnership Budget for FY 21. This was done at the last month’s meeting. Patty will discuss restoring the overall FY21 budget (with the decrease of $71,719 by the Town) in her Finance Committee report.
The Community Partnership Committee will meet Friday, 11/20/2020 to discuss the allocations for this committee. After we finalize the budget, we will have a special Board meeting to approve the final budget.

FINANCE COMMITTEE

Patty Roberts discussed Finance Committee Report:
The Finance Committee has approved the above-mentioned conversation by Patty Roberts. The Community Partnership (External Entities) total dollar amount will be the same next year as
it is this year ($891,400). For FY22, we will be requesting a 1.99% budget increase which will bring us to $4,014,666 which is within the budget guidelines. The drivers are the increase of Rental Assistance by $10,000 (from $37,000 to $47,000). Also, the COVID Related PPE 200 and 300 lines/PPE supplies, cell phones, and subscriptions for HIPAA compliant Zoom. The request for rental assistance is expected increase as the pandemic has an upsurge and jobs continue to be lost. The Salary line is lower because of the two retirements. Administration and Home Care lines are reduced. A proposal will be submitted to the BET Budget Committee (by January 2021) for an additional appropriation to add the $50,000 of CDBG funds to the Department’s budget. The BET and RTM will need to approve before the monies can be used. Winston made a motion to approve the budget that the Finance Committee has proposed. Natalie seconded the motion. All were in favor. Alan stated this Board does not take care of Democrats or Republicans; we address the needs of people.

**COMMISSIONER’S REPORT**

There continues to be a moratorium on evictions until 12/31/2020. We are unsure if the moratorium will be extended. There are two evictions being addressed by the Department that were initiated prior to the moratorium. For rental assistance, renters are two to four months behind on their rent. Some residents can apply for the CHFA/TRHAP program as well. Operating Statement: Looking in the variance column: Client Aid is over budget. Overtime/vacation/sick/longevity were also over, but the amount could possibly make a shift when the payouts for time-off of the retirees are paid out by the Human Resources Department. The referrals are almost the same as last year as well as admissions. Top 10 services that the department provided can be found in the graphs and the dashboard. This is the only month where legal dropped out of the top 10 and education was put in the top 10. The production of the staff has increased. Well over 65% of their time is spent on direct care to clients. Case managers are working with the clients on their goals. The majority of the goals right now are concrete, specific, and pandemic-related. Linda will join us next meeting to speak about Applications. Clients served has increased in Applications from FY20 to FY21.
Initiatives that are being worked on by the Commissioner and the Department:
Suicide postvention plan development, suicide prevention initiatives, and restorative justice practices. The Department will partner with other agencies and departments in addressing the above, e.g., Kids-in-Crisis, Liberation Programs, and the Greenwich Police Department. A meeting will be scheduled with Dr. Toni Jones to establish a feedback loop regarding Department funded educational programs.

MEETING ADJOURNED
Patty Roberts made a motion to adjourn the meeting. Natalie Queen seconded the motion.

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

Respectfully Submitted,

Natalie Queen