

Town of Plymouth
80 Main Street
Terryville, Connecticut 06786

Human Services Commission
Telephone: (860)585-4001
Fax: (860)585-4015

Human Services Meeting Minutes
February 20, 2018

I. Call Meeting to Order: Chairwoman Sally Bain-Picard called the February 20, 2018, Human Services Commission Meeting to order at 7:00 p.m. in the Senior Lounge at Plymouth Town Hall.

Fire Exit Notifications:

Chairwoman Sally Bain-Picard noted the fire exits.

II. Attendance: Chairwoman Sally Bain-Picard, Commissioner Reverend Joel D. Kotila, Commissioner Helena Schwalm and Commissioner Fred Schwalm.

Excused Absence: Commissioner Karen Saccu, Commissioner Tracy Dupont and Vice-Chairwoman Heidi Caron

III. Pledge of Allegiance:

Chairwoman Sally Bain-Picard led the group in the Pledge of Allegiance.

IV. Public Comments: None

V. Minutes January 16, 2018:

A motion was made by Commissioner Helena Schwalm, seconded by Commissioner Fred Schwalm to approve the January 16, 2018 minutes. This motion was approved unanimously.

VI. Human Services Report:

Please see attached HRA report.

Angela Morris reported the free tax service started on January 24th. Appointments are on Wednesdays from 9:00 Am – 12:00 PM.

Last date is March 15th for deliverable fuels. April 30th for everyone else.

Commodity Supplemental Food Program has been discontinued due to state budget cuts.

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
18 FEB 26 AM 10:06
TOWN CLERK
Helena F. Schwalm

Emergency Food Boxes are at Town Hall. They are also at the senior housing. First come first served as needed basis. Must be a resident of Plymouth.

Medicare Savings Program – there will be some proposed changes to the program as of July 1st.

Seven (7) residents used the emergency fuel bank.

****The Commission will review in Sept/Oct creating guidelines regarding applying for the fuel bank.**

Beth from HRA showed a handout that could be created for the Welcome Baskets.

VII. Old Business:

a. Tax Season – Juan Berrios emailed Chairwoman Bain-Picard that nine (9) people had their taxes done. There are nineteen (19) currently on the list to get their taxes done.

b. Scholarships - The Scholarships will be handed out. There were some changes as requested last month. St. Paul's principal has been notified. Commissioner Dupont talked to the people at the high school. The high school notifies all the surrounding schools. These are funded by the Medical Expense Fund, which currently has sufficient funding. A proposal for two (2) awards at \$500 each for the scholarships as opposed to the current two (2) \$250 ones.

A motion was made by Commissioner Helena Schwalm, seconded by Reverend Joel Kotila to increase the scholarship to two (2) \$500 scholarships each. This motion was approved unanimously.

c. Donations made to the Commission - There were a lot of donations that did not get a thank-you note. Chairwoman Bain-Picard wrote thank-you notes to Thomaston Savings Bank and the Archdiocese of Hartford.

d. Small Wonders – Total balance is above the starting balance prior to this year's back to school program, thanks to the generous donations made this year.

e. Dial-A-Ride – Vinnie Klimas is helping with the status of the grants. One of them the town didn't provide the paperwork that was needed. He is taking care of that. The other one is on delayed and he is waiting on the status of that.

The Bid process was reviewed and details were discussed, to include input from questioning seniors at our resident housing:

Commissioner Saccu sent in her notes. She feels the day should be in there. The references should not include a town employee or human services commission member. CDL, medical card

and background check should be done. Transportation shall be available – how many hours per week?

The following hours were discussed: 8:00 am – 4:00 pm Monday thru Friday, as stated in the current contract. These hours are not necessarily held to with the current scheduling of rides.

6:00 pm - 8:00 pm Wednesday on concert days, and Saturday/Sundays coverage are these options going to be utilized? Regarding Sunday service – very few people use it and high number forget that they are supposed to go home, according to current vendor of dial-a-ride.

Cost would be \$39,520 a year for service running Monday - Friday 8:00 am – 4:00 pm, at current van cost per hour.

Right now, the cost is approximately \$28,0000, excluding any repairs, but a limited schedule.

Chairwoman Bain-Picard feels anyone that has a doctor appointment should take priority. Then fill in for personal. Other towns have set hours.

Areas of Coverage – Contingent towns (Thomaston, Bristol, Wolcott, Waterbury and Watertown, Burlington and Harwinton) as well as Torrington, Farmington and Newington VA Hospital.

The Mayor's office will determine the location.

Can be picked up at caregivers and family members' home, was added to the latest bid proposal.

Invoices - Human Services was added, to the new bid proposal.

Chairwoman Bain-Picard is working on a policy. Below are some areas to be covered.

Topics – **Authorization** – to be reviewed by the Human Services Department or the Commission chair for approval. Must determine where paperwork is going to be filed. It is kept at A/P right now. **Collection of fees** – grant is accepted from DOT. We cannot collect a fee as it is against the rules of the grant. A donation can be collected. **Cancellations/No Shows** – there were 138 cancellations in 6 months' time and 7 no-shows. A debate of how to reduce these numbers occurred. Suggestions were discussed, including to remove a person, from use of the van, for one month's time, if the practices continued. **Invoicing** – Comptrollers for payment. Made available for Public Works if needed. Need be reviewed by Human Services department and Human Services Commission Chairperson. Any concerns or errors, report to Mayor.

Policy should be reviewed every time contract is redone.

If the town doesn't get the grant, then the hours will not be extended.

A motion was made by Commissioner Fred Schwalm, seconded by Commissioner Helena Schwalm to extend the operating hours to Monday thru Friday 8:00 AM – 4:00 PM pending

outside funding/grant, for any additional coverage for the new bid proposal. This motion was approved unanimously.

The Committee agreed that the hours will be 8:00 AM – 4:00 PM Mon- Fri for two (2) years, with the approval of a new contract.

New Business:

Christmas Trees – Only one (1) was found at Main Street School. The tree will be placed at town hall.

A motion was made by Commissioner Helena Schwalm, seconded by Commissioner Fred Schwalm to use the one tree in the town hall and evaluate in the future. This motion passed unanimously.

IX. Chairwoman's Comments: None

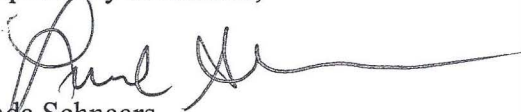
X. Council Liaison's Comments: None

XI. Next Meeting: Tuesday, March 20, 2018 @ 7:00 PM

XII. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Fred Schwalm, seconded by Commissioner Helena Schwalm to adjourn. This motion was approved unanimously. The meeting ended at 8:50 p.m.

Respectfully submitted,


Linda Schnaars
Recording Secretary



Human Resources Agency of New Britain, Inc.
Community Services Department

Plymouth Human Services Monthly Report

January 2018

Submitted by: Angela Morris

Reporting Period: January 1, 2018 – January 31, 2018

Services	Total Count
Phone Calls	138
Walk-ins	18
Appointments	25
Rental Assistance	0
Medicare Savings Program	0 (New Update)
SNAP Applications/Renewals	6
Energy Assistance Applications	13
Private Fuel Bank	7
Free Income Tax Assistance	4

Tax Services: Tax services began on January 24, 2017. Residents interested in the services may call the Human Services office to schedule an appointment. Appointments are held on Wednesdays from 9am-12pm in the senior lounge. There have been four clients served to date.

Energy Assistance: The Human Services Department continues to provide Application Assistance for the Energy Assistance Program administered by HRA. A total of 13 applications were completed during the month of January. As a reminder, the last day for a Deliverable Fuel Heated Household to order a delivery is on March 15th, 2018.

Commodity Supplemental Food Program (CSFP): The Commodity program for seniors has been discontinued due to State budget cuts. There will no longer be food boxes delivered to the Town Hall. Any new details or updates will be communicated.



Human Resources Agency of New Britain, Inc.
Community Services Department

Plymouth Human Services Monthly Report

Medicare Savings Program: There has been a new deadline placed for changes to take affect for the Medicare Savings Program. Changes to the program will not begin until after July 1, 2018. As of now, there has not been information regarding what the new guidelines will be or if they will remain the same. Any new updates/details will be communicated upon receipt.

The proposed changes to the Medicare Savings Program are listed below:

Qualified Medicare Beneficiary (QMB):

Most States: \$1,025 – Individual \$1,374 – Couple
Asset Limits: \$7,390 – Individual \$11,090 – Couple

Specified Low-Income Medicare Beneficiary (SLMB):

Most States: \$1,226 – Individual \$1,644 – Couple
Asset Limits: \$7,390 – Individual \$11,090 – Couple

Qualifying Individual (QI):

Most States: \$1,377 – Individual \$1,847 – Couple
Asset Limits: \$7,390 – Individual \$11,090 – Couple

Private Fuel Bank: Seven residents were provided with emergency fuel delivery through the Town's Private Fuel Bank. All residents who were provided fuel were also enrolled into the energy assistance program to further their heating needs.