

Town of Plymouth
80 Main Street
Terryville, Connecticut 06786

Human Services Commission
Telephone: (860)585-4001
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Human Services Special Meeting Minutes
March 16, 2021

I. Call to Order: Chairwoman Sally Bain-Picard called the March 16, 2021, Human Services Commission Virtual Zoom Meeting to order at 7:00 p.m.

Fire Exit Notifications: N/A

II. Attendance: Chairwoman Sally Bain-Picard, Vice-Chairwoman Cathy Beaudoin, Commissioner Lee Ulinskas, Commissioner Reverend Joel D. Kotila, Commissioner Helena Schwalm and Alternate Commissioner Fred Schwalm. Also, in attendance: Carrie Tedd from HRA and Donna Dognin

Excused absences: Commissioner Karen Saccu and Commissioner Tracy Dupont

III. Pledge of Allegiance:

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

IV. Invocation:

Commissioner Reverend Joel D. Kotila gave the invocation.

V. Public Input: None

VI. Acceptance of Minutes:

A motion was made by Commissioner Reverend Joel D. Kotila, seconded by Commissioner Lee Ulinskas to approve the January 26, 2021 minutes. This motion was approved unanimously.

VII. Communications//Correspondence (if Needed) - None

VII. Human Services Report:

Carrie Tedd from Human Resources Agency (HRA) went over her report.

Erin Colby
TOWN CLERK
2021 MAR 18 PM 2:44
PLYMOUTH, CT
TOWN CLERK'S OFFICE
2021 MAR 18 PM 2:44

Plymouth Human Services Update: 2020

Submitted by: Carrie Tedd and Juan Berrios

Reporting Period: January-February - 2021

Services	Total Count
Phone Calls	867
VITA Tax Returns	55
Appointments	120
Rental Assistance Applications Taken/Approved	
Medicare Savings Program	6
SNAP Applications/Renewals	17
Private Fuel Bank	20
Senior Housing Outreach	0
Energy Applications Processed	231/176

Energy Assistance: We continue to receive phone calls for energy assistance, many being new clients to the program, but it has slowed down in the last month, but 211 is still referring any assistance for energy to our office. We will continue to set appointments and process applications. 231 energy assistance application were processed and 176 have been federally certified. \$55,467.78 is the total amount of utility benefits to date.

Private Fuel Bank: There were 20 requests for utility payment assistance through the Town's Private Fuel Bank and or the Rotary Club of Plymouth. The payments were for Eversource, CT Water Company and oil deliveries from Armstrong Fuel & Propane. If anyone has an urgent need for an emergency oil delivery, please contact the Human Services office.

Vaccine/Covid: I received several calls in regards to our Town setting up a vaccine location for the elderly and disabled. Through research it was found out that a significant interest and confirmed amount was needed in order for our town to get a vaccine site. I have set appointments with residents to assist them in signing up online in the VAMS system. I will continue to do what I can to assist our residents in need of the vaccine.

Rental/Mortgage Assistance: We have had () applications processed for rental/mortgage assistance. () have been approved. I continue to receive phone calls in regards to rental/mortgage assistance and will continue setting appointments and processing applications.

VITA Tax Return Service: 55 Tax returns have been processed for Plymouth residents, which is a 48.65% increase from last year.

Toiletry Bags: Over 56 toiletry bags have been given out to either women or men, mostly women. The toiletry bags consist of shampoo, conditioner, body wash, bar soap, hand soap, sanitizer, deodorant, Q-tips, disposable shaving razors, body lotion, mouthwash, toothpaste, tooth brushes, dental flossers, baby powder, facial wash, feminine products, masks, shower sponges, Epson salt, magnet note pads and facial & body wipes. Clients are extremely grateful for these basic necessities, as SNAP (foodstamps) does not pay for these items. During times as these, individuals are under much financial stresses and this assistance is essential to stretching their limited income. Many clients have made an effort to express how much they like the toiletry bags and express their gratefulness. A commission volunteer was gracious to purchase plastic bins to organize the toiletry closet in the Human Services office. The Department is grateful for the assistance Cathy has provided going out and purchasing the toiletry items for the Case Manager, providing more time for client appointments and phone calls.

Salvation Army - Had a meeting with Kathy the Director of the Salvation Army in regards to the needs of our Plymouth residents. Kathy provided me with an excel spreadsheet with a breakdown of her coverage area and the designated dollar amount for the Town of Plymouth. She stated after July 15th, the money will all go into a pool and it will be first come, first received in regards to the funding.

Intern: I was grateful for Ann Marie and the Mayor approving the intern Jenna, but sadly, she went back to her job full time and is unable to dedicate any time at the Town Hall. She will be missed, as my filing is piling up....

Grants: I will be applying for the Thomaston Savings Bank Grant that is coming up in July, but in the mean time I am researching other outlets for grants and funding for the Human Service Department.

Carrie Tedd will be applying to FEMA for housing assistance.

VIII. Old Business:

- a. **Ledgers** – Ledgers unavailable for this current meeting, will review next meeting.
- b. **Volunteer Income Tax Assistance** – Chairwoman Bain-Picard reported that Plymouth's numbers are higher than last year's numbers. Last year's total number was 76. She is going to try to get the hours on Wednesdays extended beyond 9:00 AM – 12:00 PM. Chairwoman Bain-Picard will work with HRA to try to get this done.

IX. New Business:

Donna Dognin reported that the VA Hospital is giving out vaccinations. You have to be a registered veteran. Vaccinations are being done at the West Haven campus by appointment. She will share the emails as she gets them. The phone number to register is 203-932-5711 ext. 5627, ext. 7784 and ext. 7754.

X. Chairman's Comments:

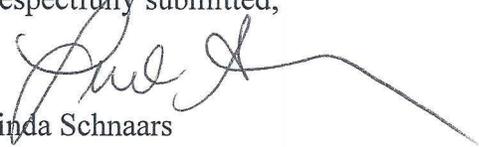
Chairwoman Bain-Picard reported that she went to the Board of Finance meeting last night. The meeting went very well.

XI. Council Liaison's Comments: None

XII. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Lee Ulinskas, seconded by Vice-Chairwoman Cathy Beaudoin to adjourn. This motion was approved unanimously. The meeting ended at 7:30 p.m.

Respectfully submitted,


Linda Schnaars
Recording Secretary