

PLYMOUTH HUMAN SERVICES COMMISSION

80 Main Street
Terryville, CT 06786
(860) 585-4028

MINUTES

DATE: Thursday, January 8, 2015
TIME: 7:00 p.m.
PLACE: Town Hall, Senior Lounge

I. MEETING CALLED TO ORDER & NOTE EXITS

7:03 P.M. by Chairwoman, Heidi Caron

Attendance:

Chairwoman Heidi Caron, Vice Chair Sally Bain-Picard, Secretary Karen Saccu, Helena Schwalm, Human Service Coordinator Abby Egan, Alternate Fred Schwalm, Council Liaison John Pajeski

Excused:

Rev. Chris Drew, Elzina Zalaski

Absent:

Tracy DuPont

II. PLEDGE OF ALLEGIANCE

Lead by Heidi Caron

III. PUBLIC COMMENTS

None

IV. MINUTES NOVEMBER 20, 2014 SPECIAL MEETING

A motion was made by Helena Schwalm; seconded by Sally Bain-Picard to accept November 20, 2014 Minutes.

Voted: To accept November 20, 2014 Minutes

Motion Passed

V. HUMAN SERVICES REPORT

- a. **Budget:** Will be discussed later in the meeting under OLD BUSINESS.
- b. **Grants:** The NCAAA's RFP for Grants for Seniors usually released in February. They don't like to fund "staffing" which is really what we need most of all and they do not fund equipment. They declined our Tai Chi grant. They like to fund health related programming, but we would have to locate our own instructor, figure out curriculum, etc. which is not feasible at this time. The grant itself is VERY time consuming to complete and administer.

V. HUMAN SERVICES REPORT - (continued)

- c. **DSS:** Very successful visit from DSS bus/CHOICES program. 35 people attended. DSS states they would like to come back. Tentative date for next visit is Friday, February 6, 2015. I have requested staff from Access Health to attend since DSS staff are unable to assist with Access Health.
- d. **Access Health:** Ongoing issues have tried to help with limited success. Biggest issue is people with little or no income who don't file taxes don't qualify. Also had people qualify for HUSKY who probably should not have
- e. **Energy Assistance:** Operation Fuel allocated \$5000 for the months of December – May. Since December was relatively warm, there have not been a lot of emergency assistance calls. After a rough start in November, things with BCO seem to be going along smoothly.
- f. **Small Wonders Holiday Gifts** 145 children received gifts this year—74 families in total. Gift card distributions were logged in Charity Tracker. The support of the community was overwhelming. I will be writing thank you cards in January. It would not have been possible without everyone's help, in particular Eric McCoy who volunteered many hours of his time to help with this program. He was here until 3:00 a.m. once the gifts were finally moved back into the Community room, and stayed the next day helping people bring their gifts out to their cars. Payless shoe cards were distributed to 12 children who participate in Head Start and School Readiness pre-school programs.
- g. **Salvation Army:** Marissa McGhee, a Thomaston Savings Bank employee volunteered to coordinate the Plymouth Kettle Drive. Marissa did a great job! The Plymouth Kettle Drive was very successful this year! Final amount \$4,000. It is a great improvement from last year which raised \$1,000.
- h. **Technology:** Received a laptop, portable scanner/printer and carrying case from Operation Fuel. Operation Fuel "owns" the equipment so if we ever stop partnering with them we will have to give it back. We are allowed to use the equipment for any social assistance; it does not have to be just for energy assistance.
- i. **AARP Driving Class:** 11 people attended. Far less than in past Novembers when the program was free for Veterans. Everyone in attendance appreciated the pizza we provided.
- j. **PECC, TRIAD, LOCAL PREVENTION COUNCIL:** Have not attended any meetings per mayors request, but I did present information about Human Services to the Parent Leadership Class on the evening of November 23, 2014. That group is passionate about opening a community center in town and also have several other exiting projects that will benefit our seniors, families and the community as a whole.
- k. **HOSPICE FUND:** At our last meeting we talked about gift cards for seniors in need. I have a few seniors in mind who I could help right away once we get this in place (assuming we can get a check from the town to purchase these gift cards-which is another issue), and will also reach out to area churches, home care agencies and the food pantry and possibly Beacon and Rite Aid to see if they know of anyone (though they may be reluctant to share information due to HIPPA). We need to set an amount of gift card, as well as how many people we are going to help. If we get the ACTUAL amount in the Cleveland Trust we can also draw from that fund, but we cannot do that without knowing how much interest we received this year.

VI. OLD BUSINESS

- a. Budget: Reviewed, recommendations made. Abby will submit, including additional information recommended.

A motion was made by Helena Schwalm to approve 2016 budget with the additional information to be included; Seconded by Sally Bain-Picard.

Voted: To approve 2016 budget with additional information to be included.

Motion Passed

- b. Special Accounts: Not available until audit completed.
 c. 501c3: Heidi and Sally met with Mayor Merchant still working on it. Goal is to complete in 2015.
 d. Gift Cards for Seniors: Gift cards will be purchased and available from the Hospice Fund as soon audit complete and funds available.

A motion made by Sally Bain-Picard to use \$2000 from the Hospice Fund, when funds become available, for pharmacy gift cards and medical recommended items for senior citizens with approval by Heidi Caron and Abigail Egan; Seconded by Helena Schwalm.

Voted: To approve use \$2000 from the Hospice Fund, when funds become available to purchase pharmacy gift cards and medical recommended items for senior citizens with approval by Heidi Caron and Abigail Egan.

Motion Passed

VII. NEW BUSINESS

- a. Executive Session to Discuss Human Service Director

A motion was made by Sally Bain-Picard to move to Executive Session for the purpose of discussion Human Service Director and invite John Pajeski to attend; Seconded by Karen Saccu at 9:25 p.m.

Adopted unanimously

The Commission returned to open session at 10:00 p.m.

At the request of Mayor, David Merchant, the Human Service Office will be staffed from 9:00 a.m. – 4:30 p.m.

- b. Executive Session to Discuss Dial-A-Ride

A motion was made by Sally Bain-Picard to move to Executive Session for the purpose of discussion Dial-A-Ride and invite John Pajeski to attend; Seconded by Karen Saccu at 10:20 p.m.

Adopted unanimously

The Commission returned to open session at 10:38 p.m.

VII. NEW BUSINESS - (continued)

c. Human Service Survey

Members of Human Service Commission will distribute survey at the Plymouth Food Pantry, Plymouth Senior Citizens meeting and clients utilizing human services.

d. Evaluation of Small Wonders Holiday Program

Discussion regarding next year program, location, additional volunteers. Further discussion next month.

e. Newsletter/Plymouth Connection

Plymouth Connection working very well. Sally doing excellent job submitting articles. We will make donation to Plymouth Connection again this year. Further discussion at next meeting.

VIII. CHAIRWOMEN'S COMMENTS: None

IX. COMMISSIONER'S COMMENTS: None

X. ADMINISTRATIVE MATTERS: None

XI. NEXT MEETING

Thursday, February 5, 2015
7:00 p.m.
Senior Lounge

XIII. ADJOURNMENT:

A motion was made by Karen Saccu; seconded by Helena Schwalm to adjourn meeting at 11:05 p.m.

Voted: To adjourn January 8, 2015 meeting at 11:05 p.m.

Motion Passed

Respectfully submitted by:

Karen Saccu

Karen Saccu
Secretary
Human Services Commission
01/17/2015