

PLYMOUTH HUMAN SERVICES COMMISSION

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

MINUTES

DATE: Thursday, March 5, 2015
TIME: 7:00 p.m.
PLACE: Town Hall, Senior Lounge

I. MEETING CALLED TO ORDER & NOTE EXITS

7:05 P.M. by Chairwoman, Heidi Caron

Attendance:

Chairwoman Heidi Caron, Vice Chair Sally Bain-Picard, Secretary Karen Saccu, Helena Schwalm, Dickie Zalaski, Alternate Fred Schwalm

Excused:

Rev. Chris Drew
Tracy DuPont

Absent:

John Pajeski, Council Liaison

Resigned:

Human Service Director Abby Egan resigned effective March 4, 2015

II. PLEDGE OF ALLEGIANCE

Lead by Heidi Caron

III. PUBLIC COMMENTS

None

IV. MINUTES FEBRUARY 5, 2015 MEETING

A motion was made by Dickie Zalaski; seconded by Helena Schwalm to accept February 5, 2015 Minutes.

Voted: To accept February 5, 2015 Minutes

Motion Passed

V. HUMAN SERVICES REPORT

Energy Assistance: Only \$200 left out of \$10,000 Operation Fuel has allocated. Need to review and update Energy Assistance policies and procedures for 2015. No changes recommended. With Charity Tracker, it will be very simple to determine who has gotten help and how much they have gotten.

DSS: Employment and Training – See attached article.

CLASS: (Connecticut Local Administrators of Social Service)

Town has paid for one person to attend the following upcoming trainings:

March 19th - Energy Assistance Updates

April 16th - Salvation Army Programs

May 21st - Supposed to be CT Pardon Process but they haven't found speaker yet.

June 18th - Diversity and Cultural Responsiveness

Budget: Mayor did not support commission's recommendation to add additional staffing – the recommendation is a 0% increase.

It is critical that people speak out about the importance of adding staff to the Human Services Office.

Under previous administration, the mayor's office covered for Human Services.

With two less staff in the mayor's office, they are not able to do this.

Expecting one person to do everything with no back up is unreasonable.

Other towns that are similar to size, economics, mill rate, etc. have 2-3 times the size budget as Plymouth for their human/social services. Budget being presented to Finance Committee on March 23rd.

Dial-A-Ride: Some talk of joining Thomaston, but Thomaston has decided not to at this time. Grant is due March 20th. Interim finance director, AnnMarie Rheault will handle paperwork to continue receiving the grant.

AARP Driving Class: Scheduled for June 12th. Informed coordinator to contact human services in mid-April to coordinate with new director.

Hospice Fund: Gift cards for Seniors – CVS has a special type of card that only be used for health care related items (medications, over the counter, first aid, diapers etc.) still waiting for Finance Department to add CVS as a vendor. Rite Aid does not allow gift cards to be used for prescriptions so you may not want to use them.

Incoming Telephone Calls Human Service Department February: 130

VI. OLD BUSINESS

a. Budget: Board of Finance will review on March 23rd.

b. Special Accounts: Hospice Fund: \$23,740. Cleveland Trust Fund, Small Wonders, Fuel Bank, Community Fund and Eviction Fund: \$42,066. Interim finance director, AnnMarie Rheault will have breakdown for each account by next meeting.

c. 501c3: Town Attorney still working on it. Goal is to complete in 2015.

VI. OLD BUSINESS – (continued)

d. Human Service Department: Abby resigned. Last day was March 4, 2015. 40 applications. Heidi and Human Resources person reviewed applications, narrowed down to 12, then to 4. Interviews will be Friday, March 6th and Monday, March 9th.

e. Human Services Survey: One response...recommended calls be returned sooner. Survey will continue to be published in The Plymouth Connection requesting residents call Heidi Caron or Sally Bain-Picard with recommendations for additional programs/services to be provided or improve service.

f. Small Wonders: August with Back Pack program.

g. Plymouth Connection: A motion was made by Dickie Zalaski; seconded by Sally Bain-Picard to make a donation.

Voted: To make a donation to the Plymouth Connection.

Motion Passed

Sally Bain-Picard will ask Interim finance director, AnnMarie Rheault to send donation.

h. Dial-A-Ride: Interim finance director, AnnMarie Rheault working on the grant.

i. Grants: Brief discussion types of grants. Need additional information.

j. Medical Supplies Warehouse: Sally will follow-up. Further discussion next month.

VII. NEW BUSINESS

a. Old Agenda's & Minutes: Put in a binder and keep in Human Service Department.

b. Town Charter – Human Service Commission: Reviewed.

c. Confidentiality Agreements – further discussion with Town Attorney, Bill Hamzy.

d. Executive Session to Discuss Human Service Director.

A motion was made by Dickie Zalaski to move to Executive Session for the purpose of discussion Human Service Director. Seconded by Karen Saccu at 9:25 p.m.

Adopted unanimously

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

e. Human Services Job Description. Updated. Will give to Mayor Merchant for approval. Will review with new director.

VIII. CHAIRWOMEN'S COMMENTS: None

IX. COMMISSIONER'S COMMENTS: None

X. ADMINISTRATIVE MATTERS: None

XI. NEXT MEETING

Thursday, April 2, 2015
7:00 p.m.
Senior Lounge

XIII. ADJOURNMENT:

A motion was made by Helena Schwalm; seconded by Dickie Zalaski to adjourn meeting at 10:15 p.m.

Voted: To adjourn March 5, 2015 meeting at 10:15 p.m.

Motion Passed

Respectfully submitted by:

Karen Saccu

Karen Saccu
Secretary
Human Services Commission
03/13/2015

Path to Employment for SNAP recipients

If you are receiving SNAP (food stamps) and not receiving financial assistance from the state of CT you may be eligible to participate in an exciting opportunity! SNAP Employment and Training offers many certificate and job training programs at no cost!

While the SNAP program meets the immediate need of hunger, the Employment and Training Program is designed to break the cycle of poverty. Most people receiving SNAP benefits who are able to work want to work. Many of SNAP recipients are working at jobs that don't pay high enough wage or provide enough hours. Employment and Training provides an opportunity for people to obtain certificates in a variety of fields including but not limited to massage therapy, culinary arts and manufacturing.

In order to apply for this program, SNAP recipients can contact any of the 11 partners to enroll in the Employment and Training certificate program. The two closest colleges are Northwestern CT Community College 860-738-6419 (Winsted) or Capitol Community College (Hartford) 860-905-5029.

DSS has currently partnered with eleven organizations to provide these Employment and Training program services. They are:

1. Career Resources	Bridgeport	203-610-8677
2. <u>Community Renewal Team</u>	Hartford	860-560-5765
3. Eastern CT Workforce Investment Board	Franklin	860-859-4100 ext. 22
4. The Kennedy Center	Waterbury	203-365-8522 ext. 239
5. <u>Capital Community College</u>	Hartford	860-905-5029
6. Opportunities Industrialization Center	New London	860-447-1731
7. Gateway Community College	New Haven	203-285-2408
8. <u>Asnuntuck Community College</u>	Enfield	860-253-3128
9. Goodwin College	East Hartford	860-727-6793
10. Workforce Alliance	New Haven	203-624-1493 x270
11. Northwestern CT Community College	Winsted	860-738-6419

All eleven have entered into agreements with DSS to help eligible SNAP recipients gain the skills they need to find employment in the current job market. All eleven do their own recruiting and will be happy to discuss their programs with Connecticut SNAP recipients. Interested persons do not need to live in the town where the services are provided and may self-initiate at any location.