

PLYMOUTH HUMAN SERVICES COMMISSION

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

MINUTES SPECIAL MEETING

DATE: Tuesday, May 19, 2015
TIME: 7:00 p.m.
PLACE: Town Hall, Senior Lounge

I. SPECIAL MEETING CALLED TO ORDER & NOTE EXITS

By Heidi Caron at 7:03 p.m.

Attendance:

Chair Heidi Caron, Vice Chair Sally Bain-Picard, Secretary Karen Saccu, Rev. Chris Drew, Tracy Dupont, Fred Schwalm, Dickie Zalaski, Human Service Director Heather Burns, Council Liaison John Pajeski

Excused: Helena Schwalm

II. PLEDGE OF ALLEGIANCE

Lead by Heidi Caron

III. PUBLIC COMMENTS

None

IV. MINUTES March 5, 2015 MEETING & SPECIAL MEETING APRIL 15, 2015

A motion was made by Dickie Zalaski; seconded by Rev. Chris Drew to accept March 5, 2015 Minutes & April 15, 2015 Special Meeting Minutes.

Voted: To accept March 5, 2015 Minutes & April 15, 2015 Special Meeting Minutes.

Motion Passed

V. HUMAN SERVICES REPORT - Heather Burns

April Report: April has been another busy month. 220 calls and 31 walk-ins
Following is a break down in services.

Filters:

Include private records:

Yes

Apr 01, 2015 to Apr 30,

Date range:

2015

Summary:

Assistance amount (\$):

1426.9

Assistance count:

65

Member count:

67

Assistance Category	Assistance Count	Assistance Amount
Counseling: CHOICES	5	0
Counseling: Crisis Intervention	0	0
Counseling: Domestic Violence Info & Referral	0	0
Counseling: Financial/Budget Counseling	1	0
Counseling: Grief	0	0
Counseling: Legal-info and referral	0	0
Counseling: Mental Health / Substance Abuse Referral	0	0
Counseling: Mobile Crisis Referral	0	0
Counseling: Other	1	0
Counseling: Parenting	0	0
Counseling: Relationship	0	0
Energy Assistance: BCO Referral/Assistance	3	0
Energy Assistance: Operation Fuel	1	0
Energy Assistance: Plymouth Fuel Bank	5	1198.9
Energy Assistance: Salvation Army	0	0
Energy Assistance: Utility Advocacy	1	0
Energy Assistance: Weatherization	0	0
Financial Assistance: Cash assistance-TANF, SAGA or Suppl	0	0
Financial Assistance: Gift Cards-donated	1	0
Financial Assistance: Gift Cards-Small Wonders	0	0
Financial Assistance: Other	0	0
Financial Assistance: Parks and Recreation Hardship Request	1	0
Financial Assistance: Salvation Army- Other than rent or energy assistan	1	40
Food: Food Pantry	2	0
Food: Meals On Wheels/Congregate Meals	0	0
Food: School Lunch info	0	0
Food: SNAP Applications - Food Stamps	10	0
Holiday & Back to School: Small Wonders - Backpack Program	7	0
Holiday & Back to School: Small Wonders - Holiday program	0	0
Household: Clothing	0	0
Household: CO detectors	0	0
Household: Furniture	0	0
Household: Other	0	0
Household: Smoke Detector	0	0

Assistance Category	Assistance Count	Assistance Amount
Housing/Lodging: Eviction Prevention Services/Referrals	0	0
Housing/Lodging: Foreclosure situations	0	0
Housing/Lodging: Homeless (Info & Referrals)	0	0
Housing/Lodging: Info on Renter's Rebate, Property Tax assistance	0	0
Housing/Lodging: Information about Housing Options	0	0
Housing/Lodging: Landlord/Tenant issues	0	0
Housing/Lodging: Relocation Assistance	0	0
Housing/Lodging: Rental Assistance-Salvation Army	1	188
Housing/Lodging: Rental Assistance-Town	0	0
Housing/Lodging: Renter Rebate	1	0
Medical: Access Health CT	7	0
Medical: CT Homecare Program for Elderly / Disabled Adults	2	0
Medical: Dental	0	0
Medical: Eye glasses assistance	0	0
Medical: Foot Clinic	0	0
Medical: Homecare	0	0
Medical: HUSKY C- aged, blind, disabled	0	0
Medical: Long Term Care	0	0
Medical: Medical - Financial Advocacy	0	0
Medical: Medicare Savings Program (MSP)	5	0
Other: DCF Referral	0	0
Other: DSS Advocacy	6	0
Other: Employment assistance	0	0
Other: Gift Cards	0	0
Other: Parenting resources	0	0
Other: Social Security-assistance or referral	4	0
Other: Veterans	0	0
Senior/Disabled: "Fire List"	0	0
Senior/Disabled: Fire List/ At risk list	0	0
Senior/Disabled: Office of Protection and Advocacy Referral	0	0
Senior/Disabled: Protective Services for the Elderly	0	0
Senior/Disabled: Seniors at Risk	0	0
Transportation: Dial a Ride, Para Transit, Medicab	0	0

V. HUMAN SERVICES REPORT - continued

Heidi and I met with Marie McDermott in regards to the Cleaveland Fund. We gave her a summary of the monies used 2012-2015 and what it was used for.

I have attended a few meetings:

TRIAD: TRIAD is a great meeting and informative. They stay on track and are productive. I would like to continue with this meeting. It meets monthly.

Clergy Meeting: Also productive and something I would like to attend on a monthly or bi-monthly basis to keep them up-to-date with the needs of the community.

Senior Meeting: I would like to attend when needed or when program information is needed to be shared.

Early Childhood Council: I am not able to attend this meeting until June due to my personal schedule.

SNAP Advisory Board: Informative and needs to be attended.

Foot Clinic: Eli Terry is not allowing non-residents in. We will have two clinics at the Town Hall in June.

AARP Driving Class: Scheduled for June 12th. Last year a lunch of pizza was provided by Human Service Office. Lunch will be provided again this year.

Small Wonders Back to School Program: Churches will sponsor children. Forms and letters were updated.

Volunteers: I am keeping a list of people who called from Plymouth Connection.

Operation Fuel: \$5,121.57 available will run until the funds are gone.

VI. OLD BUSINESS

- a. Budget
Briefly reviewed.
- b. Special Accounts
Briefly reviewed.
- c. Hospice Fund – CVS
Gift cards available on CVS website only.
- d. 501c3
Town Attorney continues working on application.
- e. Human Service Survey
Survey will continue.

VI. **OLD BUSINESS** - continued

- f. Dial-A-Ride
Briefly reviewed.
- g. Grants
Thomaston Savings Bank application will come out in May.
Main Street Grants – applications not available now.
Will get application when available.
- h. Medical Supplies Warehouse
Sally will try to contact again.

VII. **NEW BUSINESS**

- a. Policies – Reviewed and updated.
- b. A motion was made by Sally Bain-Picard to accept modifications to all the policies; seconded by Dickie Zalaski.

Voted: To accept modifications to all the policies.

Motion Passed

- c. A motion was made by Rev. Chris Drew to rename Hospice Fund to Medical Expense Fund; seconded by Dickie Zalaski.

Voted: Rename Hospice Fund to Medical Expense Fund

Motion Passed

- d. Rental Assistance – Reviewed and updated.
- e. AARP – Lunch will be provided. Rev. Chris Drew made a motion to send letter to Thomaston Seniors requesting donation for lunch for the Thomaston residents who will be attending the AARP Program; seconded by Dickie Zalaski.

Voted: Send letter to Thomaston Seniors requesting donation for lunch for the Thomaston residents who will be attending the AARP Program.

Motion Passed.

- f. Energy Assistance – Reviewed and updated.
- g. Small Wonders Back to School & Holiday Programs – Reviewed and updated.
Small Wonders Back to School - drop-off August 10th - sorting August 11th and distribution August 12th at Plymouth Center School. School starts August 26th.

X. NEXT MEETING

Tuesday, June 16, 2015, 7:00 p.m., Senior Lounge

XI. ADJOURNMENT

A motion was made by Karen Saccu; seconded by Dickie Zalaski to adjourn meeting at 9:30 p.m.

Voted: To adjourn May 19, 2015 meeting at 8:37 p.m.

Motion Passed

Submitted by:

**Karen Saccu
Secretary**

cc: Human Services Commission Members
Heather Burns, Human Service Director
John Pajeski, Council Liaison
Barbara Rockwell, Town Clerk