

Town of Plymouth
80 Main Street
Terryville, Connecticut 06786

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

Human Services Meeting Minutes
September 19, 2017

I. Call Meeting to Order: Vice-Chairwoman Sally Bain-Picard called the September 19, 2017, Human Services Commission Meeting to order at 7:00 p.m. in the Senior Lounge at Plymouth Town Hall.

Fire Exit Notifications:

Vice-Chairwoman Sally Bain-Picard noted the fire exits.

II. Attendance: Commissioner Tracy Dupont, Commissioner Karen Saccu, Commissioner Helena Schwalm, Commissioner Fred Schwalm, Vice-Chairwoman Sally Bain-Picard and Commissioner Reverend Joel D. Kotila. Also in attendance were: Councilman John Pajeski and Angela Morris from HRA.

Excused Absence: Chairwoman Heidi Caron

III. Pledge of Allegiance:

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

IV. Public Comments: None

V. Minutes August 15, 2017:

A motion was made by Commissioner Helena Schwalm, seconded by Commissioner Tracy Dupont to approve the August 15, 2017 minutes. This motion was approved unanimously.

VI. Human Services Report:

Angela Morris from HRA gave her report. Please see attached.

VII. Old Business:

a. Resident Packets – Beth Barton will be working with Angela from HRA on Fridays. She is going to drop off what Bristol does for the Seniors. Hopefully, next month.

b. Town Website – 2017 and 2016 have complete set of Agendas and Minutes posted. 2015 has all the Minutes and 2014 has some Minutes posted.

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
17 SEPT 25 AM 9:25
TOWN CLERK
Sally Bain-Picard

c. Human Services Survey - The Commission went over the Survey. No complaints have been received since HRA took over. Angela Morris has been praised. A discussion took place about getting the compliments in writing. Councilman John Pajeski will find out how long the HRA contract was renewed for from Trish. He will distribute the survey forms on October 24th at the Seniors monthly meeting.

d. Scholarship – Commissioner Tracy Dupont is going to run the Scholarship program. Need to find someone to present the check in May.

e. Small Wonders – 91 participants as of the end of August. Since then, 10 more families have applied. Eric McCoy, Angela Morris and Vice-Chairwoman Sally Bain-Picard had a long meeting and have decided to enforce the deadline in the future.

f. 501c3 non-profit – Ad Hoc – Vice-Chairwoman Sally Bain-Picard talked to Thomas Hennick – FOI Commissioner – Public Education Officer. The Ad-Hocs have guidelines that need to be followed; which are post meeting dates, take notes and post the notes. Anyone that wants to volunteer can be on the Ad Hoc. Nancy Henderson from the Friends of the Library gave a copy of the guidelines they use to Vice-Chairwoman Sally Bain-Picard. Eric McCoy volunteered to be on the Ad Hoc committee. A social security number is not needed. Need an EIN number. Commissioner Karen Saccu will be on the committee and take the minutes.

VIII. New Business: Nothing

IX. Chairwoman’s Comments: Vice-Chairwoman Sally Bain-Picard passed around the article that she wrote up about the lock box for prescription drugs that is in the lobby at the police station.

Vice-Chairwoman Sally Bain-Picard talked about Dial-A-Ride. A young woman was denied a ride to Bristol. There is nothing listed in the contract; other than the dollar amounts. Councilman John Pajeski will look into getting the contract and obtaining the invoices from Ann Marie Rheault, Director of Finance.

X. Council Liaison’s Comments: Councilman John Pajeski announced that on Thursday, September 21st from 6:00 pm – 8:00 pm - free pizza and grinders at Republican Headquarters.

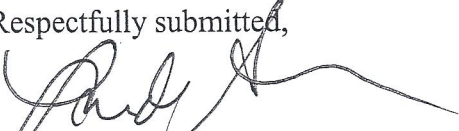
XL. Executive Session – Personnel - None

XII. Next Meeting: Tuesday, October 21, 2017 @ 7:00 PM

XIII. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Karen Saccu, seconded by Commissioner Fred Schwalm to adjourn. This motion was approved unanimously. The meeting ended at 7:50 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Linda Schnaars', with a long horizontal flourish extending to the right.

Linda Schnaars

Recording Secretary



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

Plymouth Human Services Monthly Report

August 2017

Submitted by: Angela Morris and Rose Bracero

Reporting Period: August 1, 2017 – August 31, 2017

Services	Total Count
Phone Calls	170
Walk-ins	28
Appointments	62
Renters Rebate	17
Small Wonders Backpack	81 (10 additional after distribution)
Senior Housing Outreach	1
Rental Assistance	0
Foot Clinic	17(signed up) 15(showed)
Commodity Supplemental Food program (CSFP)	6
Medicare Savings Program	1
SNAP Applications/Renewals	9
Energy Assistance Applications	26



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

Plymouth Human Services Monthly Report

Small Wonders Back Pack Program: The Small Wonders Back Pack Program has concluded with a count of 81 applicants. An additional 10 applicants were added after the distribution, bringing the new final count to 91 applicants. It was a great success, and staff are now looking forward to getting the holiday program started.

Foot Clinic: The foot clinic was held on August 30th. There were 17 residents signed up with appointments, and from those numbers 15 residents showed up for their appointments. Due to the Doctor being out on medical leave, the next Foot Clinic appointment will be confirmed upon their return.

Outreach to Senior Housing: On August 28th, outreach was done for Gosinski Park Senior Housing to provide assistance with Energy Assistance Applications and Renters Rebate Applications. Information was also provided on the documents needed to complete the energy assistance and renters rebate. During the outreach, Angela was able to complete two renters rebate applications and one energy application.

Energy Assistance: Energy Assistance has begun for the upcoming heating season. Appointments are being scheduled to assist in completing applications. All those interested can contact the Human Services office to set up an appointment.

Commodity Supplemental Food Program (CSFP): There are 6 people signed up for the Commodity program and are receiving their monthly food boxes. This is ongoing and applications will be provided to the senior housing for the residents to sign-up and participate as well. The boxes are delivered to the Town Hall on the third Wednesdays of every month.

Meeting with Salvation Army: On August 10th, Angela met with the Salvation Army Litchfield Hills members to discuss services needed for the towns that they serve. In regards to Terryville, Plymouth, and Pequabuck, the Salvation Army has funds and assistance available to residents who are in crisis. Angela also volunteered at the Terryville Fair with the Salvation Army at their booth. Angela attended from 8:30am-12:30pm.