

Town of Plymouth

80 Main Street

Terryville, Connecticut 06786

Human Services Commission

Telephone: (860)585-4001

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Human Services Meeting Minutes

January 15, 2019

I. Call to Order: Chairwoman Sally Bain-Picard called the January 15, 2019, Human Services Commission Meeting to order at 7:00 p.m. in the Senior Lounge at Plymouth Town Hall.

Fire Exit Notifications:

Chairwoman Sally Bain-Picard noted the fire exits.

II. Attendance: Chairwoman Sally Bain-Picard, Vice-Chairwoman Heidi Caron Commissioner Cathy Beaudoin, Commissioner Reverend Joel D. Kotila, Commissioner Helena Schwalm and Commissioner Fred Schwalm. Also, in attendance: AnnMarie Rheault, Director of Finance; Angela Morris and Juan Berrios from HRA.

Excused Absence: 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:

Reverend Joel gave the invocation.

V. Public Input: None

VI. Acceptance of Minutes:

A motion was made by Commissioner Helena Schwalm, seconded by Commissioner Cathy Beaudoin to approve the November 9, 2018 minutes. This motion was approved unanimously.

VII. Human Services Report:

Juan Berrios from HRA gave the quarterly report which ended on December 31, 2018. Please see attached HRA report.

Energy Assistance is available until May 15th. Deliverable fuel deadline is March 15th.

2019 JAN 29 AM 10:15
PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
TOWN CLERK
Sally Bain-Picard

264 applications from Plymouth residents were received and 203 have been approved for assistance.

They are working on procedures for the private funds.

Tax site will take place in Terryville from January 24th until April 11th.

VIII. Old Business:

a. Small Wonders – Chairwoman Bain-Picard advised the Commission there was an article in Bristol Press. Thank-you notes have been written and mailed out to the donors.

b. Senior Gift Bags - Chairwoman Bain-Picard stated it went well. Chairwoman, Commissioners Helena and Fred Schwalm and Volunteer Marion Vail put the bags together. The cost of the IGA gift card were covered by the Thomaston Savings Bank grant. The final cost of the gifts was \$843.94 which was paid out of the Cleveland Trust Fund. Ann Marie Rheault stated that if the Commission approves, then the Commissioners can buy items for the senior gift bags and get reimbursed.

c. VITA – Chairwoman Bain-Picard started they are trying to improve on the 33 people that came last year. Sign-ups will be until mid-April.

d. Budget - Chairwoman Bain-Picard should have the budget done by tonight. Will be adding the cost of ad hoc to secretary to the budget. Should be about 6 additional meetings for the commission. There will be a slight increase for advertising in the Plymouth Connection.

IX. New Business:

a. Private Fund Procedure - Juan distributed the Human Services Private Funds Procedures and went over the forms.

Chairwoman Bain-Picard asked the Commission if they wanted to expand the renters rebate. As of now, it is \$3,000.00.

The Cleveland Fund is being used for rental assistance but can be used for other needs.

Ann Marie Rheault stated donations come in to the different accounts which can be used for the renters assistance and fuel assistance.

A discussion took place about the procedures for approving funds.

Chairwoman Bain-Picard will email the Commission if anything becomes available over \$3,000.00 for the renters assistance. Will evaluate after one (1) year or sooner if all the funds are spent.

Ann Marie Rheault suggested that the Commission cap the amount for rental assistance and incidentals at \$3,500.00.

A motion was made Reverend Joel Kotila, seconded by Vice-Chairwoman Heidi Caron by incorporating the changes of the Plymouth Private Funds Procedure to include the \$3,500.00 for the Cleveland Trust Community Fund to be \$3,000.00 for rental and \$500.00 for incidentals, making the adjustment for wording and breaking that up. This motion was approved unanimously.

X. Chairman's Comments: None

XI. Council Liaison's Comments: None


**Ann Marie Rheault gave an update on the Holiday Program. The program made money. \$440.00 was spent to buy the trees. Eric McCoy and Janice Madore put the tree together. The backpack and Christmas program cost \$11.00. There is still funds available. Many gift cards were donated. 95 kids received gifts.

Vice-Chairwoman Heidi Caron stated the dial a ride van is being delivered tomorrow. She is happy to be back!

XII. Adjournment:

There being no further business of the Human Services Commission, a motion was made by Commissioner Helena Schwalm, seconded by Commissioner Cathy Beaudoin to adjourn. This motion was approved unanimously. The meeting ended at 8:33 p.m.

Respectfully submitted,


Linda Schnaars
Recording Secretary



Plymouth Human Services

Quarterly Report

**Presented to the Human Services Commission
by HRA of New Britain, Inc.**

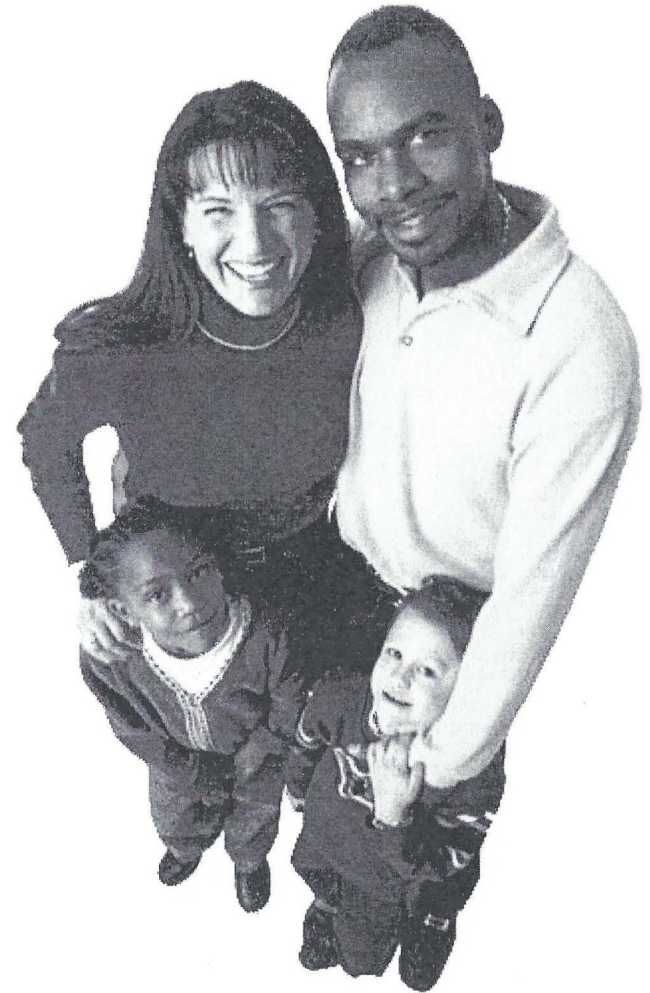
December 2018



HRA Plymouth Community On-Site Services

History and Background

- The Human Resources Agency of New Britain, Inc. (HRA) was established in 1964 as one of Connecticut's Community Action Agencies. Our mission is to *"improve the quality of life by helping people achieve economic and social potential; responding to the causes and conditions of poverty; and building stronger individuals, families and communities."*
- HRA has evolved in recent years into a multi-service nonprofit organization effectively delivering over thirty (30) results-driven programs focused on prevention, intervention and emergency services to low-income residents from over six communities including New Britain, Bristol, Burlington, Farmington, Plainville, Plymouth and surrounding areas
- HRA Director of Planning and Director of Community Services met with the Plymouth Human Services Commission to share information on HRA's Case Management services and discuss potential for collaboration. HRA Staff participate in the monthly meetings with the Commission as well as local AARP meetings to establish protocols for offering on-site energy services as well as increasing accessibility to transportation and homecare services for the Plymouth community.
- HRA began its delivery of on-site services in March 2017 through a formal agreement established with the Mayor of Plymouth's Office and with the oversight of the Human Services Commission. This partnership was established in response to the need for direct services delivered to residents resulting from the recent retirement of the former Director of the Human Services Department.





HRA Plymouth Community Highlights of On-Site Services

- **Outreach to Senior Housing:** Since March 2017, outreach to senior housing has increased with visits to each senior housing once a month to provide on-site services and information.
- **Comprehensive Case Management:** HRA has successfully delivered a variety of services on-site to residents based on their needs. HRA's model of integrated service delivery allows for increased access to services including pre-application assistance to Department of Social Services programs such as Supplemental Nutrition Assistance Program (SNAP), Cash Assistance and Medicare/Medicaid enrollment services provided for all residents at the Human Services office. HRA also assisted the Human Services Commission with continuing special services for senior residents through the office such as Foot Clinics, Blood Pressure Clinics, and others.
- **Energy Assistance:** HRA has brought the Energy Assistance services on-site to the Plymouth Human Services office to address the transportation barriers experienced by residents travelling to the Bristol office to apply for the service. The Energy Assistance Program for 2018-2019 began on August 1st, 2018. To date, the Plymouth Human Services office has taken **264** Energy Assistance Applications during the season. **203 out of the 261 households (77%)** have been approved for assistance. This results in over **\$40,086** in benefits for the approved households in Plymouth/Terryville.

HRA Plymouth Community On-Site Services Demographics of Customers Served

October to December 2018

Population

- 518 Individuals from 204 households served

Gender

- 299 (58%) Female
- 219 (42%) were Male

Race

- 480 (93%) White
- 15 (3%) Black
- 23 (4%) Other

Ethnicity

- 453 (87%) Non-Hispanic
- 65 (13%) Hispanic

Age

- 11% 65 + over
- 21% 45 - 64
- 23% 25 - 44
- 45% 24 + under

Education

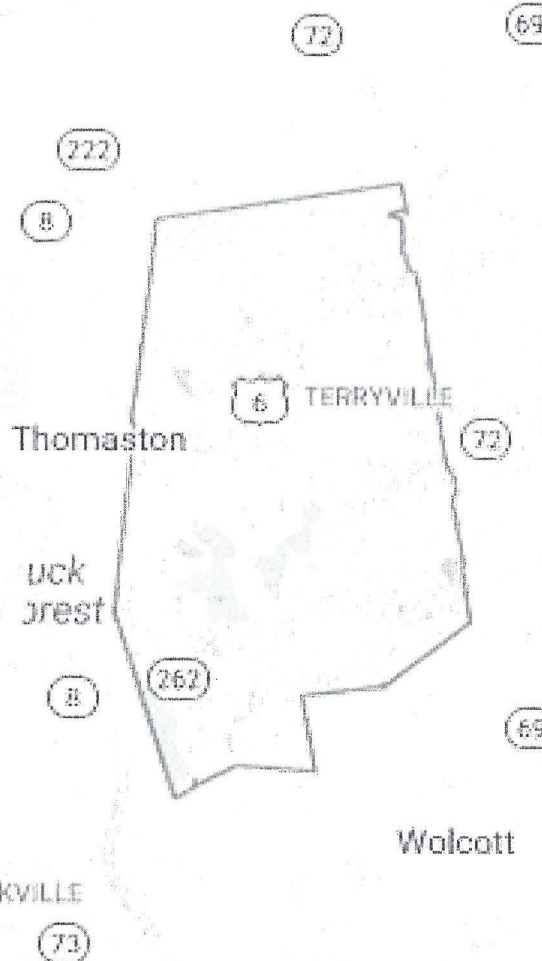
- 49% of customers have a High School Diploma or better
- 51% had less than High School or GED

Disabled & Health

- 15% of customers were disabled
- 3 veterans were served
- 95% of customers had health insurance

Family Type & Poverty

- 49% single persons
- 51% families w/kids
- 63% at/below poverty



HRA Plymouth Community On-Site Services Services and Outcomes Summary October to December 2018

