

PLYMOUTH HUMAN SERVICES COMMISSION

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

MINUTES

DATE: Tuesday, June 21, 2016
TIME: 7:00 p.m.
PLACE: Town Hall, Senior Lounge

ATTENDANCE

Heidi Caron, Chair, Secretary Karen Saccu, Tracy Dupont, Rev. Joel Kotila, Helena Schwalm, Fred Schwalm, Human Services Director Heather Burns, Council Liaison: Sue Murawski

EXCUSED

Sally Bain-Picard, Dickie Zalaski

I. CALL MEETING TO ORDER & NOTE EXITS

Heidi Caron called meeting to order at 7:05p.m. & exits noted.

II. PLEDGE OF ALLEGIANCE

Lead by Heidi Caron

III. PUBLIC COMMENTS

None

IV. MINUTES MAY 17, 2016 MEETING

A motion was made by Tracy Dupont, seconded by Helena Schwalm to accept May 17, 2016 Minutes.

Voted: To accept May 17, 2016 Minutes.

Motion Passed

V. HUMAN SERVICES REPORT

May 2016 Human Services Report – Director of Human Services

Walk - in - 18 Appointments – 43 Telephone calls – 177

Dial-A-Ride – Board of Finance spoke of cutting a day from Dial – A – Ride, the Director spoke at the meeting and we will be keeping our current schedule.

Energy Assistance – This program has closed as of the end of May

Grants- A meeting took place with Main St Community Foundation to discuss proposal for support staff for the Small Wonders Program – they meet May 26th, we will be notified after that if we received the grant or not.

Small Wonders back Pack Program –applications are coming in from the parents for this program. The Director has found it difficult to find sponsors without records of the volunteers who coordinated the program last year.

Meetings:

CLASS – Training was held on National Alliance on Mental Illness (NAMI)

Personnel- the office continues to have an intern in the office. This has been working out really well

Date range: May 01, 2016 to May 31, 2016

Summary:

Assistance amount (\$): 1808.82

Assistance count: 44

Member count: 39

Assistance Category	Assistance Count	Assistance Amount
Counseling: CHOICES	2	0
Counseling: Crisis Intervention	0	0
Counseling: Domestic Violence	1	0
Info & Referral		
Counseling: Financial/Budget	2	0

Counseling		
Counseling: Grief	0	0
Counseling: Legal-info and referral	0	0
Counseling: Mental Health /	0	0
Substance Abuse Referral		
Counseling: Mobile Crisis Referral	0	0
Counseling: Other	3	0
Counseling: Parenting	0	0
Counseling: Relationship	0	0
Energy Assistance: BCO	3	0
Referral/Assistance		
Energy Assistance: Operation Fuel	3	1208.82
Energy Assistance: Plymouth Fuel	0	0
Bank		
Energy Assistance: Salvation Army	0	0
Energy Assistance: Utility	2	0
Advocacy		
Energy Assistance:	0	0
Weatherization		
Financial Assistance: Cash	0	0
assistance-TANF, SAGA or Suppl		
Financial Assistance: Gift Cards-	0	0
donated		
Financial Assistance: Gift Cards-	0	0
Small Wonders		
Financial Assistance: Other	0	0
Financial Assistance: Parks and	0	0
Recreation Hardship Request		
Financial Assistance: Salvation	1	0
Army- Other than rent or energy		
assistan		
Food: Food Pantry	0	0
Food: Meals On	0	0
Wheels/Congregate Meals		
Food: School Lunch info	0	0
Food: SNAP Applications - Food	9	0
Stamps		
Food: WIC	0	0
Holiday & Back to School: Small	2	0
Wonders - Backpack Program		
Holiday & Back to School: Small	0	0
Wonders - Holiday program		
Household: Clothing	0	0
Household: CO detectors	0	0
Household: Furniture	0	0
Household: Other	0	0
Household: Smoke Detector	0	0
Housing/Lodging: Eviction	0	0
Prevention Services/Referrals		
Housing/Lodging: Foreclosure	1	0
situations		
Housing/Lodging: Homeless (Info	0	0
& Referrals)		
Housing/Lodging: Info on Renter's	0	0
Rebate, Property Tax assistance		

VI. OLD BUSINESS

- a. Budget: Legal Fees – 501 non-profit org. \$3,000 removed. Budget needed to be cut since budget did not pass twice.
- b. Special Accounts – requesting AnnMarie Rheault for update for July 19, 2016 meeting.
- c. 501c3 Non Profit Status: Heather & Heidi will follow-up sources with no fees. The name for the Non Profit will be Plymouth Helping Hands.
- d. Dial-A-Ride: Discussed under Human Services Director Report. Karen Saccu again requested how many clients utilized the service and requested a report be provided the Human Service Commission monthly along with other reports from the Director. Since the Dial-A-Ride Program is new under the Human Services Commission we should know the number of clients utilizing the service in addition to the hours of service. First quarterly report July 1, 2016 for previous 3 months.
- e. Cook Willow Dial-A-Ride Monthly Reports: Director did not have reports.
- f. Grants: Did not receive Main Street Grant. Waiting for Thomaston Savings Bank.
- g. Outreach Visit: June 22, 2016 at Gosinski Park.
- h. THS Scholarship: Tracy Dupont presented scholarship. Article will be in Plymouth Connection.
- i. Eli Terry Fund: Heidi meeting with Mark DeMartino. Waterbury Hospital, July 8th @ 10:00 a.m.
- j. Food Bag distribution follow-up: 12 people signed up...need 20.
- k. Human Services Director Year End Report: Discussed last meeting.
- l. Gas Cards: Purchased gas cards and gift cards from IGA.

VII. NEW BUSINESS

- a. Small Wonders Backpack Program: 35 children. July 1st deadline. Drop off @ Plymouth Center School on August 15th. Distribution on August 18th.

X. CHAIRWOMAN'S COMMENTS

Made under old business.

XI. COUNCIL LIAISON'S COMMENTS

When 501c3 received, will have its own governing board.

XII. NEXT MEETING

Tuesday, July 19, 2016 @ 7:00 p.m., Senior Lounge

XI. ADJOURNMENT

A motion was made by Helena Schwalm, seconded by Tracy Dupont to adjourn meeting.

Voted: To adjourn meeting.

Motion Passed

Meeting adjourned at 8:04 p.m.

6/28/16

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