

**PLYMOUTH HUMAN SERVICES COMMISSION**

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

**MINUTES**

**DATE:** Tuesday, July 18, 2017  
**TIME:** 7:00 p.m.  
**PLACE:** Town Hall, Senior Lounge

PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
17 JUL 26 PM 2:56  
*Heidi Caron*  
TOWN CLERK

**ATTENDANCE**

Sally Bain-Picard, Vice-Chair, Tracy Dupont, Karen Saccu, Secretary, Helena Schwalm, Fred Schwalm, Rev. Joel D. Kotila  
HRA (Angela Morris, Barbara Parsons, Marlo Greponne, Rose Bracero, Juan Berrios),  
Eric McCoy, Jessica Dupont

**EXCUSED**

Heidi Caron, Chair and Sue Murawski, Council Liaison

**I. CALL MEETING TO ORDER & NOTE EXIT**

Vice-Chair Sally Bain-Picard called meeting to order at 7:02 p.m. and exits noted.

**III. PLEDGE OF ALLEGIANCE**

Lead by Vice Chair, Sally Bain-Picard

**IV. PUBLIC COMMENTS**

Presentation by Jessica Dupont. Proposed program called Plymouth Rock. Senior citizens and high school and middle school students socialize and paint scenes (Plymouth Rock or other scenes) and placed them around town. Jessica will attend a Senior Citizens meeting and present her program. Jessica will set date and time for meeting with Helena Schwalm.

**V. MINUTES MAY 16, 2017 MEETING**

**Recommended corrections:**

1. Page 1, Human Services Report: Marlo stated they will be starting with eight (8) boxes of commodities for the Commodities Supplemental Food Program for Seniors (CSFP)
2. Page 2, Discussion took place about HRA contract. The HRA contract is up on June 30<sup>th</sup>. The Commission will support proposal to have the Town sign a new contract with HRA.
3. Page 4, 061 – Add Public Health Services. 062 – Add Torrington Area Health District

**Motion was made to accept the May 16, 2017 Minutes with corrections by Tracy Dupont, Seconded by Rev. Joel D. Kotila.**

**Voted:** To accept May 16, 2017 Minutes with corrections.

**Motion Passed**

VI. **HUMAN SERVICES REPORT – HRA** – presented by Marlo Greponne

**Human Services: Monthly Update**  
**July 18, 2017**

**Backpack Program** – Applications will continue to be accepted until August 4<sup>th</sup>. After August 4<sup>th</sup> deadline, remaining applications submitted, will be placed on waiting list. Total count of applications: 43.

**Seniors: Farmers Market Food Voucher** – As of July 1, 2017, Farmers Market Food Vouchers have been effectively eliminated until further notice. Announcement flier was provided to all senior housing in Terryville.

**Foot Clinic** – Next foot clinic Appointment is Sept. 6<sup>th</sup> from 10am-2pm. Currently there are no more available appointments for that day, however this is ongoing and future dates will be presented once received by the Doctor.

**Blood Pressure Clinic** – Has been discontinued due to lack of participation. Services are now held at the Bristol Wellness Center on the 2<sup>nd</sup> Thursday of each month.

**Commodity Supplemental Food Program (CSFP)** – CSFP is available to seniors and income eligible residents. Will be scheduling a day in the upcoming weeks to the senior housing to help anyone interested in completing application and participating in the program.

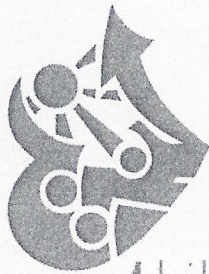
**Gas cards** – Eight \$20 gas gift cards, from last year, have been provided on July 17<sup>th</sup> to help residents who are in need of gas and request for gas money. First Congregational Church of Plymouth will also be providing gas cards, in the amount of \$25, once all current gas gift cards have been utilized. (Emery & Karen Austin)

**Renters Rebate** – Deadline to submit renters rebate application is October 15, 2017.

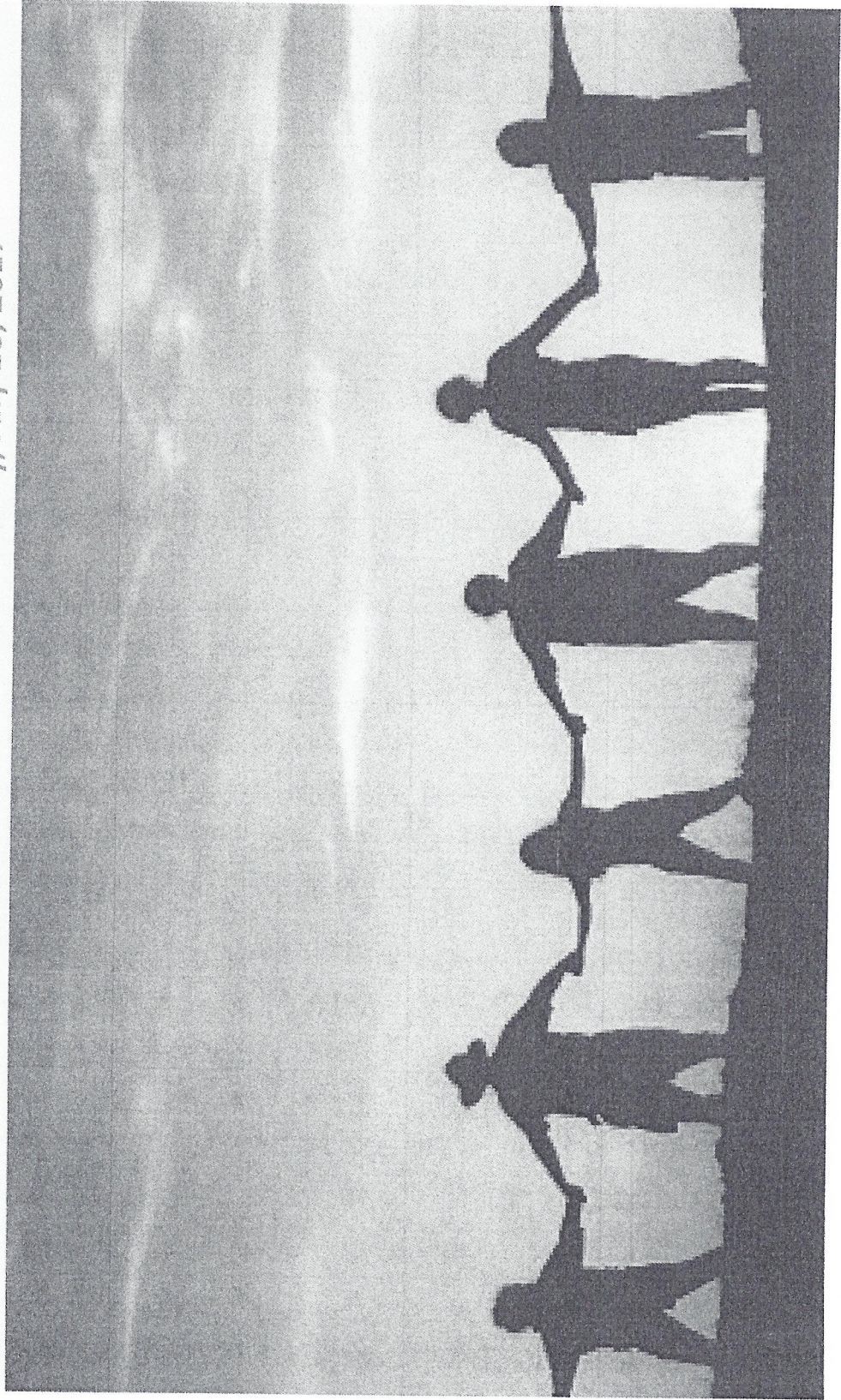
**Walgreens** – Contacted Town Hall to provide on-site flu shot clinic to residents. Flu shots are covered through Medicare and Medicaid and will be available to all residents. There is a tentative date for Thursday September 21, 2017 at 9am. Further details will be provided in the upcoming weeks.

**HRA**

of New Britain, Inc.



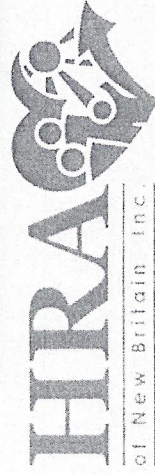
**Plymouth Service Area Update**  
Presented to the Human Services Commission  
by Marlo Greponne & Barbara Parsons  
Tuesday, July 18, 2017



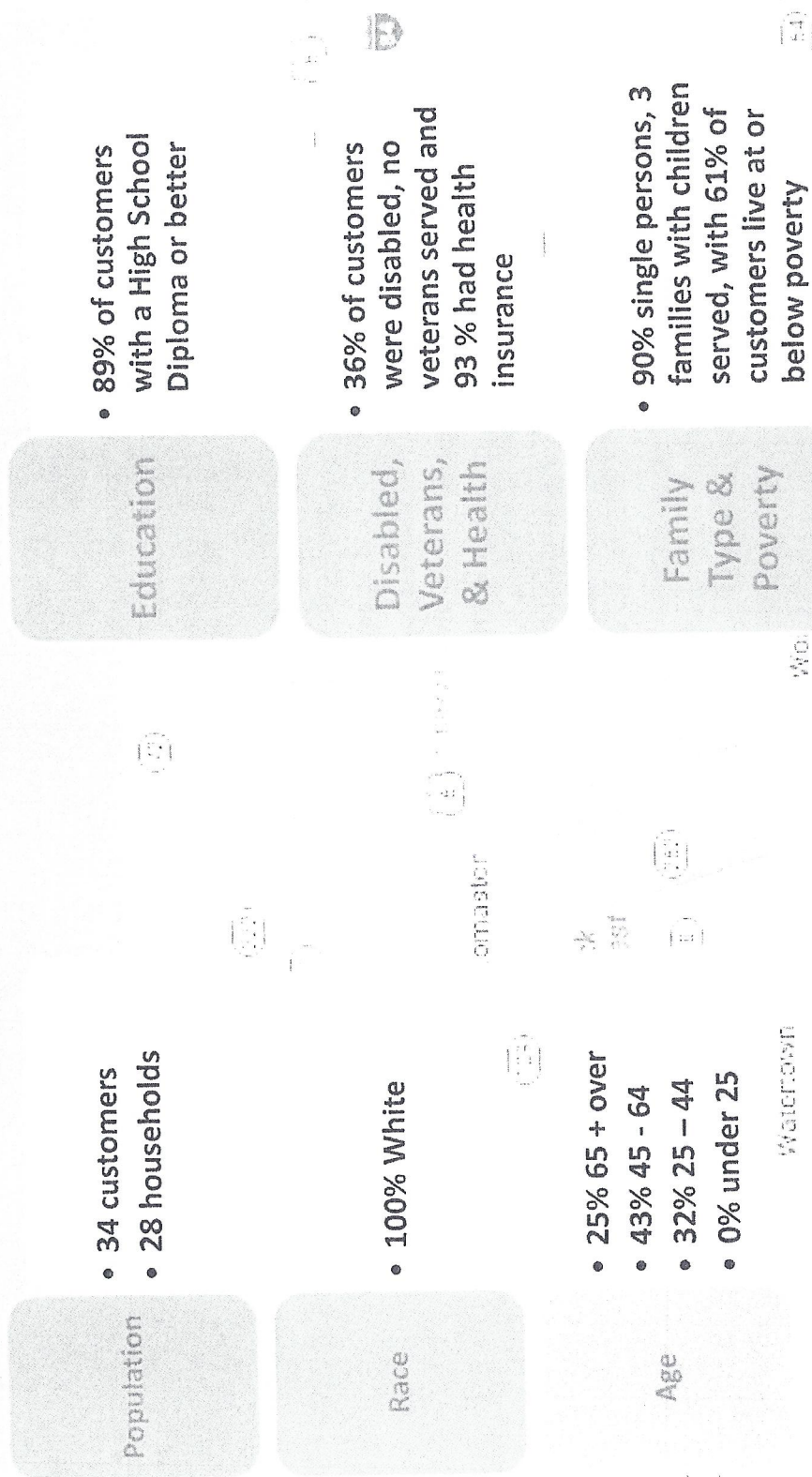
# HRA's Commitment to Community Action



*The mission of the Human Resources Agency of New Britain, Inc. (HRA) 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 in the greater New Britain area.*



# HRA Plymouth Community On-Site Services



# HRA Plymouth Community On-Site Services

• 23 customers from 28 households established service plans

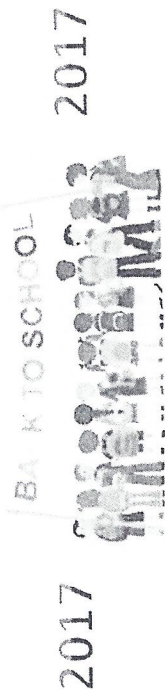
• 10 customers achieved an outcome  
• 18 customers still progressing

- Employment
  - Job search, resumes
  - Gas cards for transportation
- Energy Assistance
  - Shut-off assistance
  - Oil deliveries
  - NU Start program
- Food
  - Local food box distribution
  - Commodities program distribution
- Healthcare
  - Mental Health care referrals
- Housing
  - Rental assistance
  - Renter's Rebate Program
  - Housing search
- Public Assistance
  - SNAP Renewals
  - Medical Coverage Renewals

## Outcome Summary



# School Backpack Sign-up 2017



Help is available to ensure all Plymouth School  
Children start school off with the supplies needed!

## • Current Status

- 48% completed
- 43 completed applications to date
- 90 children participated in 2016

## • Outreach efforts

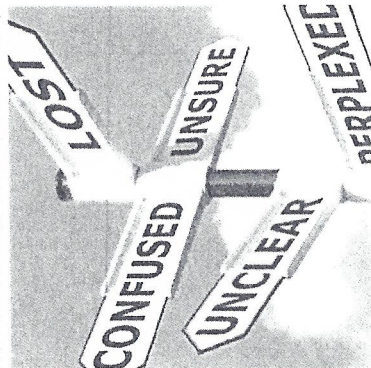
- Fliers distributed at local programs
- Calls to last year's participants
- Newspaper announcement made in July

## • Next Steps

- Last day to sign up is 8/4/17
  - Children must be eligible for Free or Reduced school lunch to participate
  - Completed forms collected by HRA Staff
- Human Services Commissioners to distribute at Town Hall
  - 8/23 from 8-4pm
  - 8/24 from 8-4pm
  - 8/25 from 10 – 2pm

# HRA & Plymouth Human Services

## Examples of Customer Success



Morris

An Eastern European senior experiencing a language barrier came into the office feeling lost, confused and in need of assistance. He was trying to make a payment of property taxes. The senior shared how living on a fixed income, is challenging and how he is struggling with a tight budget to meet all his needs. HRA's Case Manager offered support in accessing the services provided by the town of Plymouth and the senior will enroll to reduce his property tax payment next year. The CM will follow-up to offer further support in obtaining services (such as food distribution) to supplement the senior's ability to remain independent and self sufficient.

A woman grieving after a bad break-up from a long-term relationship came into the office to obtain assistance with overcoming the effects of domestic violence. The woman was emotionally unstable and in danger of becoming homeless. HRA's Case Manager offered assistance with life-skills and worked with the woman to develop a plan for improving her employment and housing situations, as well as, to seek counseling. The CM also provided support with benefits enrollment for SNAP. Over a period of a few weeks, (with the support of the CM) the woman gained self-confidence, was able to secure better employment, started seeing a therapist, and applied for apartments near the area where she works as a hair dresser.

Flairville



Wolcott

Southington



## VII. OLD BUSINESS

- a. Grants – Thomaston Saving Bank Grant deadline end of June. Grant application for Small Wonders Backpack and Senior Gift Cards 2017 awarded in October for 2018 was not submitted.
- b. Emergency Supply of Food – Town Hall, Gosinski Park, Eli Terry and Quail Hollow. Will be distributed from the Food Pantry to be available in an emergency.
- c. Town Prescription Discount Card – Copy of Town Prescription Discount Card distributed. HRA will follow-up on acquiring cards for the Town of Plymouth residents. There is no cost to the Town of Plymouth.
- d. Special Accounts – Report as of May 2017 distributed to Commissioners.

## VIII. NEW BUSINESS

- a. Commission Funding  
Council member, Dan Gentile donating his Town Council pay to the Cleaveland Fund. Linda Schnaars creating and selling a Firemen's Calendar proceeds will donated to Small Wonders Account.
- b. Small Wonders Backpack Program – Eric McCoy  
Application deadline extended to August 4, 2017. Dates for donation drop off: Wed., August 23 and Thur., August 24, 8:00 a.m. – 2:00 p.m., Town Hall Community Room. Distribution: Friday, August 25, 8:00 a.m. – 2:00 p.m., Town Hall Community Room. Sgt. Cesar Beiros, Plymouth Police Fill-A-Cruiser Fundraiser Scheduled: August 19, 2017, 9:00 a.m. – 2:00 p.m., Target in Southington and August 20, 2017, 9:00 a.m. – 2:00 p.m., Walmart in Bristol.  
**Motion made by Tracy Dupont, Seconded by Helena Schwalm to provide refreshments to volunteers working Small Wonders Backpack Program and Holiday Program, 5 days each program including paper and ink supplies. Amount \$250.00 to be withdrawn from the Small Wonders Account by Eric McCoy. Voted:** To provide refreshments to volunteers working Small Wonders Backpack Program and Holiday Program, 5 days each program including paper and ink supplies.  
Amount: \$250.00 to be withdrawn from the Small Wonders Account by Eric McCoy.  
**Motion Passed**
- c. Minutes for Commissioners  
Discussion to have meeting minutes sent to commissioners when sent to the Town Clerk. Commissioners can review and make corrections to be presented at the next meeting before voting on the minutes.  
**Motion was made to send Commissioners minutes when sent to the Town Clerk by Helena Schwalm, Seconded by Rev. Joel D. Kotila. Voted:** To send minutes to commissioners when sent to the Town Clerk.  
**Motion Passed**  
HRA will send Human Services Monthly Report and Power Point Presentation to be included with agenda.  
HRA will keep the binder of Human Service Commission Agenda and Minutes current.
- d. Flu Shots – Walgreen's will provide the flu shots.  
Tentative date, Thursday, September 21, 2017, 9:00 a.m. – Town Hall. Open to the public.
- e. Farmer's Market Vouchers  
Discontinued by State of Connecticut, Department of Agriculture on July 7, 2017.

## IX. CHAIRWOMAN'S COMMENTS

Thank you for your support.

**X. COUNCIL LIAISON'S FOLLOW-UP TORRINGTON AREA HEALTH DISTRICT AND COMMENTS**

Sue Murawski explained service provided for testing well water, septic and ticks.

**XI. COMMENTS:**

501c3 Non Profit Status to be discussed at next meeting.

**XII. NEXT MEETING**

Tuesday, August 15, 2017 @ 7:00 p.m., Senior Lounge

**XIII. ADJOURNMENT**

**Motion made by Helena Schwalm, Seconded by Tracy Dupont to adjourn meeting @ 9:55 p.m.**

**Voted: To adjourn meeting @ 9:55 p.m.**

**Motion Passed**

Respectfully submitted by:

*Karen Saccu*

Karen Saccu

Secretary

Human Services Commission

07/25/17

cc: Human Services Commission Members  
Sue Murawski, Council Liaison  
John Pajeski, Council Liaison  
Barbara Rockwell, Town Clerk  
HRA  
Linda Schnaars