

Human Services Meeting Minutes  
July 18, 2023

1. **Call to Order:** Chairwoman Cathy Beaudoin called the July 18, 2023, Human Services Commission Meeting to order at 7:02 p.m.

2. **Attendance:** Chairwoman Cathy Beaudoin, Commissioner Mark Malley, Commissioner Lee Ulinskas and Commissioner Larry Chiucarello. Also in attendance: Meg McCreedy from HRA and via ZOOM Councilwoman Roxanne McCann.

Excused: Vice-Chairwoman Karen Saccu

3. **Pledge of Allegiance:**  
Chairwoman Cathy Beaudoin led the group in the Pledge of Allegiance.

4. **Invocation:**  
Chairwoman Cathy Beaudoin gave the invocation.

5. **Public Input:** None

6. **Acceptance of Minutes:**  
*A motion was made by Commissioner Larry Chiucarello, seconded by Commissioner Mark Malley to accept the meeting minutes of May 16, 2023. This motion was approved unanimously.*

7. **Communications/Correspondence (If Needed):**  
Chairwoman Cathy Beaudoin handed out the Small Wonders application.

Commissioner Mark Malley received a thank you from Kendra Thoumatkino, the scholarship recipient.

8. **Human Services Report:** *See attached report*  
Meg reported that the Mayor asked her to organize the Opioid Outreach and Education Team.

She helped the rotary write their grant and is in the process of writing a grant for Human Services department. She is asking for basic needs.

9. **Old Business**  
a. **Bylaws review**

Commissioner Mark Malley went over the proposed changes to the Bylaws.

Councilwoman Roxanne McCann recommended the Commission check the Charter regarding the resignations.

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PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
RECORDS

Additional changes and additions to the Bylaws:

Under Resignations and requests.... Add: If no request for reappointment is received, the term of such member shall expire without further action by such member.

Commissioner Larry Chiucarello would like to add: such report to include all finances controlled by such Director which report will be subject to review and approval by the Commission.

Invocation will be removed.

**10. New Business:**  
**a. Scholarship funds**

A discussion took place about having funds at Main Street Community Foundation. However, the balance needs to be \$25,000.

A discussion took place about how the Commission could raise money for the scholarships to attain the balance necessary of \$25,000, by fundraising (GoFundMe).

Commissioner Mark Malley will talk to the Mayor regarding the Scholarship funds pertaining to Main Street Community Foundation and fundraising.


**11. Chairman's Comments:** None

**12. Council Liaison's Comments:** **Councilwoman** Roxanne McCann suggested to keep the fundraising easy. Along with speaking with the Mayor to okay the idea.

Commissioner Mark Malley stated the round up at IGA is great idea. Commissioner Larry Chiucarello will talk to Gina at IGA to see if Human Services could be one of the recipients once Mayor approves the fundraising idea.

**13. Adjournment:**  
*There being no further business of the Human Services Commission, a motion was made by Commissioner Mark Malley, seconded by Commissioner Lee Ulinskas to adjourn. This motion was approved unanimously. The meeting ended at 8:00 p.m.*

Respectfully submitted,

  
Linda Schnaars  
Recording Secretary



**Human Resources Agency of New Britain, Inc.  
Community Services Department  
Plymouth Human Services Monthly Report**

**June 2023**

**Submitted by: Meg McCreedy, Helen Supsinskas and Juan Berrios**

Reporting Period: June 1, 2023 – June 30, 2023

<b>Services</b>	<b>Total Count</b>
Phone Calls	196
Walk-ins	85
Appointments	43
Energy Assistance/CTWater/Sewer Program	22
Housing Inquiries	23
Medicare/Medicaid/Husky/Access Health	12
SNAP Applications/Renewals/Food Bank Referrals	30
Private/Rotary Fuel Bank	0
Senior Services - Home Care, Renters Rebate, Elder/Disabled Tax Reduction, EPS, CHORE Services, Mobility	63
Information Services – Legal, Mental Health Counseling, Homelessness, Financial Services, Employment/Training, Veterans Services, Volunteering, Transportation	67

**Donations Shared With Community:**

5 toiletry bags were given out this month. The toiletry bags consist of personal care products. Plymouth Food Pantry has taken referrals and there is an increase in SNAP application requests. 3 food gift cards were given out to clients in need.

**Private Funds**

1 request for Private Funds was received from Main Street Foundation. 2 requests for Private Funds based on the criteria of grant funds received from Thomaston Savings Bank Grant. This grant is in the process of being written by this office for submission end of July.

**Rotary Fuel Bank:**

Human Services assisted Gretchen DelCegno, Terryville Library Director and Secretary of Rotary Club with application for a Rotary District Grant. Details on HRA Plymouths part of the partnership were provided as well as detailed information about identifying families eligible for Rotary Fuel Fund assistance, to include specific supporting documents that are required and the formula for determining eligibility. Information also included local, state and/or federal programs/sources that a client would be referred to. The actual number of homes served by the Rotary Fuel Bank was provided as well as total number as it relates to family household. This grant and signed MOU was submitted at the end of June.

**Renters Rebate:**

There have been 17 applications submitted electronically through the OPM Portal for processing.

**HRA Youth Services:**

Plymouth Human Services, Worksite Host: Successful completion of work experience by Chyna Blair.



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**Salvation Army:**

“Back to School” shoe gift cards request has been approved for 130 students. The “Small Wonders Back to School Program” has begun with an email being sent to those having children in the Plymouth/Terryville School System. The Human Services Office will be distributing/collecting applications and verifying income/residency for this program.

**Energy Assistance:**

There have been 22 inquiries this month, regarding the Energy Assistance Program. Connecticut Water and WPCA Sewer received payments through LIWHAP for clients that qualified through Energy Assistance.

**Plymouth Police Department:**

Officers performed 2 wellness visits to persons in the community at the request of the Human Services Office. A child who was injured but not taken to the hospital for care/treatment until police intervention and the other a senior who did not answer the door for a worker from Elder Protective Services, they had passed in their home from natural causes. Human Services Representative attended Restorative Justice Trainings June 5 and 7/23 as requested by School Resources Officer in Community Services Partnership to Plymouth/Terryville Schools.

**Veterans Services:**

There were 2 referrals to Veterans Strong Community Center in Bristol for veterans that required physical health and wellness services, transportation and mental health needs.

**Community Outreach/Education Services:**

At the request of Plymouth Mayor Joe Kilduff the Human Services Office has coordinated an Opioid Outreach and Education Team utilizing National Opioid Settlement Funds. A discussion group was formed with the following individuals-Mayor Joe Kilduff, Dr. Jared Kohlepp-Bristol ER, Courtney Pollock – Training Captain, Plymouth Volunteer Ambulance Corps, Toni Sterling-Community Outreach and Recovery Navigator Greenwoods Counseling, James Dubowsky-Chief Ambulance Services, Tony Orsini-Emergency Management Director, Larry Chiucarello-Food Pantry, Donna Dognin-Veterans Strong, Karen Krasicky-Chief of Police, Grace Zweig-Comptroller, Senior Housing Representatives-Viny Klimas, Danielle Bobroske, Brain Falcone-Superintendent of Schools, Susan Graham-Crisis Team Presenter. The first presentation will be to the group on July 11, 2023 to include a demonstration and instruction on the use/distribution of “Leave Behind Kits.”

**Parks and Recreation:**

In a connected partnership the Human Services Office will be assisting with approval of funding support for those families that are experiencing financial hardship to cover some of the costs of Summer Camp for their children. Senior Outreach and Program planning is part of this connection going forward-Transportation, Education, AARP, Volunteering, Financial Outreach, Aging Concerns.