

**Town of Greenwich
Board of Social Services Regular Meeting**

November 18, 2008- Hayton Room - Town Hall - 6:45pm

MINUTES

Present: Kimberly Terrenoire, *Chair*, Steve Maxwell, *Vice-Chair*, Victoria deBary, *Secretary*, Diane Fox, Stephen Francis, Mary Huyck, Elizabeth Menten; *Also Present:* Adina Goldstein, *Deputy Commissioner*, Rick Weiner, Bob LaMarche, Monica Bruning, Lori Jackson, Commission on Aging, Nancy Wolf, Selectmen's Nominations Committee, Gerry Issacson, RTM Health and Human Service Committee, Kevin Smith, Rebecca Wayland, Maryann Ramos, Sara Potier (Gwich Post)

The Chair called the meeting to order at 6:45 pm.

The Minutes of the October 28, 2008 Meeting were approved, with corrections, by unanimous vote.

Board Reports: Budget Committee: Fox gave a description of the changes in the FY09-10 DSS budget. There was discussion about the purpose of the budget books. LaMarche explained that the budget books are prepared solely for the Board. The First Selectman and the BET receive the information on the MUNS (?) system. Several Board members suggested that perhaps the budget presentation could be simplified next year.

Departmental Reports: Vacancies: The Deputy Commissioner reported that there are three part-time vacancies, one in Homemakers, one in casework and one in the business office. **EVOLV:** Goldstein and LaMarche explained that the Quarterly Matrix can not now be produced using EVOLV as the personnel costs need to be imported from the TOG MUNIS(?) system which would, even if possible, be more work than the present procedure. **Commissioner's Report:** Goldstein reviewed the data presented in the Board packet highlighting increases in clients and returning clients over 2007 levels. The average length of time needed to refer clients to needed services has increased due to increased work loads in the State agencies and in other agencies to which the DSS refers. In addition, more time was spent with clients this month due to energy applications and holiday aid interviews. Huyck questioned Weiner and the Deputy Commissioner on the graph of October services provided by the department which showed that the DSS's most frequent service to clients was transportation. It was explained that because there are three full time people providing client transportation, more hours can be provided. Several Board members asked for clarification of by whom, why and how frequently the client transportation service was used. Weiner said that the age of the users is available but not the diagnosis or reason for need. Weiner will present more data on Client Transportation at the December 16 Board meeting.

Action Items: Rick Weiner will provide details on the use of DSS Client Transportation Services

There was a unanimous motion to move into Executive Session.
There was a unanimous motion to move out of Executive Session.
The meeting was adjourned by unanimous vote at 8:50 pm

December 16 Agenda Items

Follow-up: Weiner on Client Transportation

Respectfully submitted, Victoria deBary