

**Town of Greenwich
Board of Social Services Regular Meet
December 16, 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:* Victoria Anyikwa, Commissioner, Adina Goldstein, *Deputy Commissioner*, Rick Weiner, Bob LaMarche, Monica Bruning, Carol Cherry, Nestor Nana, Gerry Issacson, RTM Health and Human Service Committee, Maryann Ramos, Chris van Keyserling

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

The minutes of the November 18, 2008 meeting were approved by unanimous vote.

Board Reports: Budget Committee: Fox gave a summary of the meeting the Budget Committee had with Ron Lalli and John Crary who told the Committee that there would need to be a 10% give back in the current year's budget and no growth in the FY 09-10 budget. Fox reported that Lalli and Crary were aware of the increased client demands on the DSS at present and knew that the department would have to do more with less. The DSS 10% give back for the current year is assured due to the two part-time positions that have not been filled. The Board needs clarification on the 1% decrease in the 09-10 budget: does this include the external entities and does it apply to salary or only to non-salary expenses? The Commissioner will clarify.

Departmental Reports: Vacancies: The Commissioner reported that there are two part-time vacancies, one in Homemakers and one in the business office. **EVOLV:** The Commissioner and Nana concurred with Goldstein and LaMarche's explanation given at the November board meeting 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. The Chair questioned whether some of the data for the Matrix would be available from the MUNIS system. Nana and LaMarche thought that that also would not be possible. **Commissioner's Report:** The Commissioner reported that the past month was increasingly stressful for the DSS. There are more clients, with more needs and less available to offer them. There have been incidents of client anger towards the social workers and the Commissioner is concerned about the safety of her staff. She has had two appointments with a consultant on work place safety from the Greenwich Police Department which have had to be postponed. She will follow-up on another attempt. As reported last month, there is a large increase in the amount of time required to help each client and an increase in the number of clients returning for additional services. The Commissioner asked the Board to clarify their thoughts on what would be best to include in the monthly Board Report.

Action Items:

1. The Commissioner will find out what budget lines can and can not be cut to yield the 1% decrease in 09-10 budget.
2. The Commissioner will follow-up on the GPD consultation on office safety and report her efforts to the Board at the January meeting.
3. All Board members will work on a format for the Board Report.

There was a unanimous motion to move into Executive Session at 8:00pm
There was a unanimous motion to move out of Executive Session at 8:35pm
The meeting was adjourned by unanimous vote at 8:40 pm

January 22 Agenda Items

Quarterly matrix discussion
Action Items

Respectfully submitted, Victoria deBary