

**Town of Greenwich**  
**Board of Social Services Regular Meeting**  
**January 27, 2009- 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*; Bob La Marche, Judy Stoddard, Tina Corlett, Florence Griffin, Diane Carletti-Romer, Monica Bruning, Carol Cherry, Nestor Nana, Jeffrey Tauscher, Nick Edwards, Elrita South; Gerry Isaacson, RTM Health and Human Service Committee; Kristen Browne, Commission on Ageing; Chris von Keyserling, Christine Edwards, RTM; Sara Poirier, Greenwich Post; Lin Lavery, Selectman

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

The minutes of the December 16, 2008 meeting were approved by unanimous vote.

**Board Reports: External Entities Committee:** The Commissioner and the External Entities Committee sent a memo to Peter Tesei stating that if cuts need to be made in External Entities funding in the FY 09-10 budget they recommend the following based on guidelines developed by the BSS and the DSS: 1) funding to the South West Regional Mental Health Board be eliminated as a non-crucial, indirect service organization; 2) if additional cuts are needed, funding to Kids in Crisis Teen Talk should be eliminated as a non-critical service; 3) if additional cuts are needed, funding to all current entities should be reduced by the same percentage. The First Selectman presented the Budget with the cut to SWRMHB.

**Departmental Reports: Quarterly Matrix:** The Commissioner summarized the data presented in the Quarterly Matrix. Caseload has increased by ~11% (147 cases) in the first two quarters of this year in comparison to the first two quarters of last year. Anyikwa reported that the Department is spending more time on some new clients for several reasons: 1) the State is receiving twice the number of applications for assistance and is not able to respond to DSS requests as quickly as in the past; 2) increased volume at the state level means more follow-up calls; and 3) many new clients are new to the social services system and need more time to develop trust in their worker and to come up with plans which would allow the DSS to provide financial and other assistance. If caseload continues to increase a waitlist may be necessary. Two new Social Work interns will be starting soon which will help with the increasing workload. **Vacancies:** The Commissioner reported that there are two part-time vacancies, one in Homemakers and one in the business office. A caseworker is presently on administrative leave. When this leave time is up, there will be a caseworker line open. **EVOLV:** Nana reported that the Family Module is being brought on line. This software allows caseworkers to coordinate their work with various family members. It will also allow the workers to count individuals within a family, reducing the current undercounting of clients. **Commissioner's Report:** A press release was going out to let residents know that energy assistance was available. This was prompted by the story of a 93-year-old man freezing to death in Michigan after his electricity was turned off for non-payment. Further publicity efforts were discussed. Fox asked if the town website could carry more DSS program information. Francis recommended that the DSS step up outreach efforts in general. The Commissioner reported that she had received an invitation to present the DSS budget to RTM District 6. She declined the invitation, as the budget process requires her to present the DSS budget to the BET in advance of RTM members. Christine Edwards stated that it is the function of the Budget Oversight Committee to meet with department heads and field questions from RTM members.

**Action Items:** No action items this month.

There was a unanimous motion to move into Executive Session to discuss a personnel issue at 8:10pm

There was a unanimous motion to move out of Executive Session at 8:40pm

The meeting was adjourned by unanimous vote at 8:40 pm

Respectfully submitted, Victoria deBary