

Town of Greenwich
Board of Social Services Regular Meeting
July 28, 2009- Hayton Room - Town Hall - 6:45pm

MINUTES

Present: Kimberly Terrenoire, *Chair*; Steve Francis, *Vice-Chair*; Victoria deBary, *Secretary*; Liz Menten, Steve Maxwell, Maryann Ramos, Rebecca Wayland; *Also Present:* Victoria Anyikwa, Commissioner; Carol Cherry, Rick Weiner, Bob LaMarche, Monica Bruning, DSS; Gerry Isaacson, RTM Health and Human Services Committee; Kristen Greene, Commission on Aging; Chris von Keyserling, RTM Nominations Committee

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

The Minutes of the June 16, 2009 meeting were approved by unanimous vote.

Board Business: DSS Program Policy Review: Menten reported that the Policy Review Committee met with key staff members on July 8. The Committee is trying to simplify policy and work towards consistency across services. The idea of a lien on real estate to cover the costs of providing services to home owning clients was discussed. Terrenoire will explore this possibility with the legal department. Wayland gave the report for the Strategic Planning Committee. The committee has met with members of both the Adult and Family unit and the Senior unit in order to find out their thoughts on planning for the future work of the department. She distributed the "Proposed Process for Strategy Development" outline detailing a three-phase process for developing a strategic plan for the department for the next three to five years. Board members are needed to help with Phase One: interviews and analysis. Ramos reported on the GDBG deliberations. This year's community funding requests were 30% larger than the amount of funds available from HUD for distribution. Ramos also reported on the new First Selectman's Advisory Committee for People with Disabilities. She is a member of this committee and working on a plan to identify residents who would need help evacuating from their homes in an emergency. The Committee will be meeting with Police and Fire Department representatives on August 3.

Department Reports: Commissioner's Report: 1) Casework Quarterly Matrix: This is the first time that data for two years was available from Evolv. There was a 40.7% increase in caseload numbers this year over last year (1547 vs 1131). Over the year, monthly averages for number of clients seen per caseworker increased from 62 clients to 74 clients. On average, caseworkers spent more time this year in direct service but less time per client. Costs for casework were down due to replacement of one full time social worker with two part time social workers. Monthly average cost per client declined from \$146 in 07-08 to \$133 in 08-09 as each caseworker saw more clients. 2) Homemaker Outsourcing Analysis: Local private homemaker services charge on average \$23 per hour. These agencies have a two-hour, two day per week minimum. Case management and service oversight would continue to be needed. The Board reviewed the preliminary cost to outsource the Homemaker program and requested additional data. 3) The 100th Anniversary Committee, Chaired by former BSS member, Diane Fox, has been meeting and plans are underway for an event in early October as close to October 2, the first day of operation of the DSS, as possible. Channel 79 is making a film for the event. The event will include proclamations from the town and state and perhaps the planting of a commemorative tree.

The meeting was adjourned by unanimous vote at 8:25pm. There was unanimous approval of a motion to go into Executive Session to discuss the Personnel Committee's performance appraisal meeting with the Commissioner. The Executive Session was adjourned by unanimous vote at 9:50. The meeting was adjourned at 9:50.

Action Item 1: The Chair will meet with a representative of the TOG legal department to discuss the idea of placing liens on the properties of home owning clients to recoup the cost of service to these clients.

Action Item 2: The Commissioner will send her report on the outsourcing of homemaker service to the First Selectman after the Board has reviewed the requested data.

Respectfully submitted,
Victoria deBary

Next meeting: **Tuesday September 15 at 6:45pm** in the Hayton Room
Agenda: Policy Review Committee, External Entities, Strategic Planning Committee