

**Town of Greenwich**  
**Board of Social Services Regular Meeting**  
**September 15, 2009- Hayton Room - Town Hall - 6:45pm**

**MINUTES**

*Present:* Kimberly Terrenoire, *Chair*; Victoria deBary, *Secretary*; Liz Menten, Steve Maxwell, Maryann Ramos, Rebecca Wayland; *Also Present:* Victoria Anyikwa, Commissioner; Adina Goldstein, Deputy Commissioner, Rick Weiner, Bob LaMarche, Monica Bruning, DSS; Lisa Chamoff, Greenwich Time

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

The Minutes of the July 28, 2009 meeting were approved by unanimous vote.

**Board Business:** The Chair began the meeting by thanking Steve Maxwell for his three years, plus six months of additional service on the Board. Strategic Planning Update: Wayland reported that the Strategic Planning Committee has completed an extensive interview process having met with DSS staff, TOG staff and elected officials and the heads of many significant private social service agencies serving the town. One of the most salient takeaways from the interview process was that the community social service agencies saw the DSS as responsive and effective. There are a few additional interviews planned. The Committee will distribute draft proposals and summaries of the interview data in the next few weeks. They will schedule a working session with the Board in late October or early November. DSS Program Policy Review: Menten reviewed the status of the Policy documents. Case management policy is incomplete as the Committee was waiting for the Commissioner to provide her work on levels/intensity of service. DeBary stated that she was no longer in favor of a 12-month residency requirement for Homemaker service. The Commissioner will meet with the staff to review and comment on the Policy documents. Board Committee Review: The Chair reported that Menten has resigned from the External Entities Committee. Ramos will join that committee. The Chair asked for volunteers for this year's Budget Committee. Wayland and deBary will serve on that committee. The Chair asked Maxwell to review his suggestions for simplifying the DSS budget documentation. He replied that rounding to the nearest 100 and grouping small expenses would make the budget shorter. Maxwell will send around additional suggestions. July 28 Action Item for Chair: The Chair has an appointment with the Legal Department on Monday, September 21 to discuss the idea of recoupment of funds spent for Homemaker and Transportation services for clients with real estate assets. External Entities Committee: deBary reported that in addition to receiving requests from all of last year's funded entities, Family Centers has sent in a request for \$50,000 for their mental health services. A table showing this year's requests and previous years External Entities funding was distributed. The Chair requested a justification from the External Entities Committee for their proposed recommendations.

**Department Reports:** Commissioner's Report: 1) **Evolv** is "doing what we want it to do". 2) **HR Committee of the BET** presentation in support of hiring two part-time homemakers: The Deputy Commissioner read a script prepared by the Commissioner. The proposal to replace two full-time homemakers who retired with two twenty-five hour homemakers was approved by the BET and HR. Rick Weiner interviewed a strong candidate today. During the HR Committee meeting, John Crary stated that outsourcing of homemaking service was no longer being sought by the Selectman's office. DeBary asked about insurance for the homemakers. Weiner replied that they were insured and bonded and this expense was not in the DSS budget but is part of the TOG's insurance package. 3) **The 100<sup>th</sup> Anniversary Celebration:** On October 16<sup>th</sup> there will be a breakfast from 8:00 to 9:30 with speakers and showings of the film made by Ch.79. Three DSS clients are among the speakers. The Commissioner has secured an underwriter for the Anniversary events so that they will occur at no cost to the DSS or TOG. Tours will be given of the department. On October 2, the actual anniversary, a Red Maple tree will be planted in the front of Town Hall. **Community Initiatives:** The Commissioner reported on the coalition she organized to seek funding for a job-training program for people receiving SNAP services (fka food stamps). Family Centers will be the lead agency. Anyikwa reported that Tim O'Connell met with her to discuss the department's involvement in a sailing program for young people to be called Greenwich Young Mariners Program. This program will be developed by the DSS, the Boys and Girls Club, Board of Education and the Stamford Sailing Foundation. The Foundation will provide funding and organizational structure based on the Foundation's program in Stamford, which has been in operation for several years. Bruning reported that the ESL program was beginning this week. She stated that the program is unique in Greenwich in that it offers babysitting and transportation. There was discussion of the appropriateness of an ESL program housed in the DSS given the number and variety of programs offered in Town. Terrenoire asked how many participants are enrolled in the DSS ESL program. The answer was 13-14 clients.

The meeting was adjourned by unanimous vote at 8:25pm.

**Action Item 1:** The Commissioner will review the Policy documents with her staff.

**Action Item 2:** DeBary will write a detailed report of External Entity funding requests.

Respectfully submitted,  
Victoria deBary

Next meeting: **Tuesday October 27at 6:45pm** in the Hayton Room