

**Town of Greenwich**  
**Board of Social Services Regular Meeting**  
**October 27, 2009- Hayton Room - Town Hall - 6:45pm**

**MINUTES**

*Present:* Kimberly Terrenoire, *Chair*; Steve Francis, *Vice Chair*, Victoria deBary, *Secretary*; Liz Menten, Christine Chao, Maryann Ramos; *Also Present:* Adina Goldstein, Deputy Commissioner, Rick Weiner, Bob La Marche, Monica Bruning, Carol Cherry, Nick Edwards, Tina Corlett, DSS.

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

The Minutes of the September 15, 2009 meeting were approved by unanimous vote.

**Board Business:** Program Policy Committee: Menten asked staff members whether the \$2,000 caps on client Emergency and on Short Term Financial Assistance should apply to each or to the total of both forms of assistance. Bruning and Goldstein reported that a client might need more than \$2,000 to prevent eviction. The Policy was left as stated as it allows Commissioner discretion. After staff statements on the importance of the transportation to ESL class, this service was put back in the Policy statement. Provision for Commissioner discretion in the use of escorted transportation was added to the Policy statement with the requirement that use of this discretion must be reported in the Monthly Board Report. A MOTION was made and APPROVED by UNANIMOUS VOTE to adopt the Program Policy Statements as presented with the additions noted above. Budget Committee: Terrenoire stated that the budget for next year would be \$3,268,000. The Committee met with Leslie Tarkington, the BSS liaison from the BET. The Chair asked La Marche to remove GADC funding from the GDSS budget, as this is money for transportation. The Board will vote on the FY10-11 Budget at the November meeting. External Entities: deBary reported on the EE requests for FY10-11. The initial recommendation of the EE committee was that all entities be funded at FY9-10 levels and that a first time request from Family Centers for \$50,000 to fund mental health services for the uninsured be approved. A new position of Mental/Behavioral Health Coordinator, modeled on the Youth Coordinator position, to be funded by the Town and other entities was discussed. \$35,000 was added to the DSS budget to fund the TOG's portion of the cost.

**Department Reports:** Quarterly Matrix: Goldstein discussed the Quarterly matrix noting that the sharp rise in client numbers was due to 250 children/families applying for seasonal Community Gift programs and a change in the method of counting clients in the Children and Family Unit. All members of a family receiving service are now entered as clients. Previously only the head of household was counted as a client. Number of clients per FTE has increased and the staff are working under greater pressure. Commissioner's Report: The 100 Year Celebration had a great turnout with over 130 people attending the breakfast. Goldstein reported that there was a meeting of the new Sailing program planners. The fifth graders who will participate in the program will be identified by the DSS and the Boys and Girls Club. Funding is from private sources. The department participated in National Depression Screening Day. The staff reported that Town Hall was not a good site for conducting screenings and that next year a new site might be considered. Sixteen people received printed information and two were screened. A Social Work student from NYU has started a 21-hour a week internship. ESL: Bruning reported that 13-14 women attend classes on Tuesdays and Thursdays from 9-10:30. She invited members of the Board to visit a class. The vans pick up the students at Wilbur Peck and Armstrong Court. The annual cost of the program is \$7,000. The cost of the vans does not come from the DSS budget. She stated that without babysitting and transportation these women would not be able to attend ESL classes. Homemaking: One new part-time homemaker has been hired. There is no wait list for homemaking services. Weiner reported that services from SWCAA have changed to add a higher level of co-pay, based on income, which could potentially affect seniors in Greenwich.

The Board moved by unanimous vote to go into Executive Session at 8:15pm to discuss a personnel matter.

The Board moved by unanimous vote to go out of Executive Session at 9:00pm.

The meeting was adjourned by unanimous vote at 9:05pm.

**Action Item 1:** Nana will note in future figures showing caseload and admissions and readmissions that the method of counting clients changed in September 2009 to include all members of a family who receive services, not solely the head household.

**Action Item 2:** Nana will create a figure to show caseload numbers for all available data to date. The Board requests that this be available at the November meeting.

**Action Item 3:** La Marche will follow-up with the Finance Department to find out why GADC was not removed from the GDSS External Entities budget.

Respectfully submitted,  
Victoria deBary

Next meeting: **Tuesday November 17 at 6:45pm** in the Hayton Room