

Agenda
Human Services Advisory Board
Regular Meeting
Monday February 13, 2023, 6PM
Via GO TO MEETING

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/545445597>

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United States: [+1 \(408\) 650-3123](tel:+14086503123)

- I. Call to Order
- II. Chairperson's Remarks
- III. Approval of Minutes from November 15 Regular Meeting
- IV. Treasurer's Report
- V. Approval of Human Services Budget for FY23-24
- VI. Approval of HSAB Meetings Calendar for FY23-24
- VII. Director's Report
- VIII. Correspondence
- IX. Annual Meeting of Boards and Commissions
- X. Hiring Process for Director of Human Services.
- XI. Adjourn

Action Items: _____

Minutes
Human Services Advisory Board
Regular Meeting
Tuesday, November 15, 2022 6:00PM
Via Go To Meeting

Board Members Present: Gerry Baird, Mark Barillaro, Celeste Calabotta, Sydney Robinson, Amanda Stevens
Members Absent: Shelby Auletta, Brian Corbin, Erin Gaudet
Staff Members Present: David Melillo, India Beard, Andy Riskin, Carol Sanzero

Meeting called to order at 6:04PM by D. Melillo.

Chairperson's Remarks: None.

Approval of Minutes from Regular Meeting September 20, 2022: motioned by C. Calabotta, seconded by G. Baird passed unanimously.

Treasurer's Report: D. Melillo noted that we are still behind using SAMHSA funds due to the length of time it took to hire replacement personnel.

Correspondence: None.

Director's Report: A. Introduced our new Program Coordinator, India Beard; introduced our new part-time Assistant Coalition Coordinator, Andy Riskin. Noted that after six months, we now have a full staff. B. Update on Community Conversations on Suicide in Clinton. As previously reported, there were over 120 people in attendance at the first assembly September 21st. The second one held November 2nd had approximately 40 people in attendance. A lengthy discussion ensued highlighting such issues as delays in being able to obtain mental health services; the recently organized men's support group; publicizing events; the Mobile Crisis Team, etc. C. Volunteering for Holiday Programs. D. Melillo noted that volunteers are most needed for the Christmas toy sorting – specifically for set-up on December 14th and clean-up on December 16th. Event will most likely be held in the Green Room at Town Hall this year. Two board members volunteered their assistance.

Other: Comments were made noting that some presentations (i.e. Home Alone) need to be refreshed/updated. David will address this with India. He also noted he is working on an absenteeism program using ARPA mental health funds and a contract is in the works. Additionally, the Senior Tech Equity program (which will help kids, too) is coming together with 20 Chromebooks ordered to be shipped to HCH Library.

Meeting adjourned at 6:58PM.

Respectfully submitted by C. Sanzero

SUNGARD K12
 DATE: 02/08/2023
 TIME: 10:27:15

TOWN OF CLINTON
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
 EXPSTAIL

SELECTION CRITERIA: orgn.fund='01'
 ACCOUNTING PERIOD: 7/23

SORTED BY: FUND,DEPARTMENT,ACCOUNT
 TOTALLED ON: FUND,DEPARTMENT
 PAGE BREAKS ON:

FUND - 01 - TOWN GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
01-44-4419 51310 HUMAN SERVICES SALARIES-FULL TIME	259,644.00	20,107.44	.00	127,162.25	132,481.75
01-44-4419 51320 HUMAN SERVICES SALARIES - PART TIME	20,242.00	1,433.27	.00	8,062.14	12,179.86
01-44-4419 52900 HUMAN SERVICES TRAVEL EXPENSE	850.00	85.85	.00	239.60	610.40
01-44-4419 53200 HUMAN SERVICES PROFESSIONAL SERVICE	2,250.00	.00	187.50	662.50	1,400.00
01-44-4419 53220 HUMAN SERVICES IN SERVICE	1,000.00	.00	.00	.00	1,000.00
01-44-4419 56100 HUMAN SERVICES GENERAL SUPPLIES	3,200.00	478.74	.00	1,994.88	1,205.12
01-44-4419 56900 HUMAN SERVICES OTHER SUPPLIES	3,300.00	120.15	.00	2,296.70	1,003.30
01-44-4419 58100 HUMAN SERVICES DUES & FEES	1,430.00	.00	.00	1,274.75	155.25
01-44-4419 58800 HUMAN SERVICES PROGRAM COST	2,500.00	.00	.00	130.00	2,370.00
01-44-4419 58900 HUMAN SERVICES OTHER ITEMS	10,000.00	.00	.00	3,050.00	6,950.00
TOTAL DEPARTMENT - YOUTH & FAMILY	304,416.00	22,225.45	187.50	144,872.82	159,355.68
TOTAL FUND - TOWN GENERAL FUND	304,416.00	22,225.45	187.50	144,872.82	159,355.68

TOTAL REPORT 304,416.00 22,225.45 187.50 144,872.82 159,355.68

SUNGARD K12
 DATE: 02/08/2023
 TIME: 10:30:15

TOWN OF CLINTON
 EXPENDITURE STATUS REPORT

SELECTION CRITERIA: orgn.fund='44'
 ACCOUNTING PERIOD: 7/23

SORTED BY: FUND,DEPARTMENT,ACCOUNT
 TOTALED ON: FUND,DEPARTMENT
 PAGE BREAKS ON:

FUND-44 YOUTH/FAMILY FUNDS
 DEPARTMENT-4419 YOUTH & FAMILY

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
58919	PARTNERS IN COMMUNI	3,199.33	.00	.00	.00	3,199.33	.00
58920	PEER PROGRAMS	63,751.18	386.64	.00	5,786.84	57,964.34	9.08
58945	OPIOID MINI GRANT	8,485.00	.00	1,245.78	.00	7,239.22	14.68
58949	WRAPAROUND GRANT EX	522.00	.00	.00	.00	522.00	.00
58977	FY22 SAMHSA GRANT E	100,815.89	14,717.93	.00	125,975.85	-25,159.96	124.96
58983	FY23 DCF YSR GRANT	29,783.00	1,172.38	.00	12,962.34	16,820.66	43.52
58984	FY23 LPC GRANT EXPS	7,102.79	61.45	750.00	621.52	5,731.27	19.31
58987	FY23 SAMHSA GRANT E	214,791.75	7,442.27	309.81	9,390.62	205,091.32	4.52
	TOTAL YOUTH & FAMILY	428,450.94	23,780.67	2,305.59	154,737.17	271,408.18	36.65
	TOTAL YOUTH/FAMILY FUNDS	428,450.94	23,780.67	2,305.59	154,737.17	271,408.18	36.65
	TOTAL REPORT	428,450.94	23,780.67	2,305.59	154,737.17	271,408.18	36.65

DETAIL LINE ITEMS FOR: HUMAN SERVICES

Human Services	ACCOUNT NUMBER	DESCRIPTION	FY 18/19 ACTUAL	FY 19/20 ACTUAL	FY 20/21 ACTUAL	FY 21/22 ACTUAL	Adopted BUDGET	Full Year FY23 Forecast	FY 23/24 REQUEST	TNWMGR RECOM'D	TNCCOUNC RECOM'D	Referendum
	01-4419-51310	SALARIES- FULL TIME	231,139	239,988	247,735	261,184	259,644	259,645	250,501	250,501	250,501	250,501
	01-4419-51320	SALARIES- PART TIME	10,198	15,943	18,884	18,424	20,242	20,242	21,029	21,029	21,029	21,029
	01-4419-52900	TRAVEL EXPENSE	-	1,290	57	25	850	450	850			
	01-4419-53200	PROFESSIONAL SERVICES *	1,963	2,258	750	1,875	2,250	2,250	2,250	2,250		
	01-4419-53220	IN SERVICE - EDUCATION	675	825	105	934	1,000	1,000	1,000	1,000		
	01-4419-56100	GENERAL SUPPLIES	3,476	3,148	2,380	1,934	3,200	3,200	3,200	3,200		
	01-4419-56900	OTHER SUPPLIES - PROGRAMS	1,305	1,340	2,137	2,487	3,300	2,500	2,500	2,500		
	01-4419-58100	DUES & FEES	1,680	1,395	1,320	1,210	1,430	1,430	1,430	1,430		
	01-4419-58800	PROGRAM COST	1,828	1,576	536	1,384	2,500	2,500	2,500	2,500		
	01-4419-58900	OTHER ITEMS -RESIDENT EMERGENCY	5,000	4,998	5,000	5,000	10,000	10,000	10,000	10,000		
			\$ 257,264	\$ 272,760	\$ 278,904	\$ 294,456	\$ 304,416	\$ 303,217	\$ 295,260	\$ 271,530	\$ 271,530	\$ 271,530
	SALARY SUMMARY											
	SU	DIRECTOR										
	SU	PROFESSIONAL CERTIFICATION					87,223	87,223	87,223	87,223	87,223	87,223
	CU	COUNSELOR /CLINICIAN (JP)-(A)					500	500	500	500	500	500
	CU	PROGRAM COORDINATOR (IB)-(B)					72,209	72,209	68,806	68,806	68,806	68,806
	CU	SOCIAL SERVICES COORDINATOR (CC)- (C)					50,154	50,154	44,413	44,413	44,413	44,413
	NU	VETERAN/ELDERLY AFFAIRS STIPEND					42,791	42,791	42,791	42,791	42,791	42,791
	PT	CLERK ** (CS) -(D)					6,768	6,768	6,768	6,768	6,768	6,768
	PT	SOCIAL SERVICES ASSISTANT (LD) (E)					5,867	5,867	5,867	5,867	5,867	5,867
	PT	SEASONAL					13,375	13,375	14,162	14,162	14,162	14,162
			\$ -	\$ -	\$ -	\$ -	\$ 1,000	1,000	1,000	1,000	1,000	1,000
							\$ 279,887	\$ 279,887	\$ 271,530	\$ 271,530	\$ 271,530	\$ 271,530

ck (1)

Salary calculations:
 (A) Counselor/Clinician (includes \$1 edu) \$ 32.15 75 7 16,879
 add STEP increase 10/10/23 \$ 4.29
\$ 36.44 75 19 51,927
68,806

(B) Program Coordinator \$ 28.47 60 26 44,413

(C) Social Services Coordinator \$ 27.43 60 26 42,791

(D) Clerk (CS) \$ 16.06 38 26 15,867

(E) Part Time Social Services Asst (LD) \$ 15.13 36 26 14,162

to grants* FY 24 Budget 444419-58983 DCF in FY23
 (10,000) 5,867.28
 * per David-\$10K towards grant in FY24

Human Services Advisory Board

Proposed Calendar

Regular Meetings January 2023-January 2024

All Meetings are Tuesdays beginning at 6:00 pm

Go-To Meeting

January 17, 2023

February 14, 2023

March 14, 2023

April 18, 2023

May 16, 2023

June 20, 2023

July 18, 2023

August 15, 2023

September 19, 2023

October 17, 2023

November 21, 2023

December 12, 2023

January 16, 2024

DIRECTOR'S REPORT- January 2023

- Job Shadow – 30 students surveyed, placements last month = 1 + 1 new placement = 2 FY total. 17 sites/professions were set and scheduled; 5 new contacts/sites/professions were secured and confirmed.
- Continue to work on/coordinate the Library Technology Project ensuring that Chromebooks and GrandPads are available for use and including advertising and recruitment for the Tech Guide position.
- Launched and starting recruitment process for Peer Advocates to be run March 13th to May 22nd.
- Working on relaunching and revamping MDNO and Grandparents Groups.
- Jill & India networked in the community and with pediatricians regarding ARPA funding and clinical services.
- Attended The Freshman College Experience in Hartford/Windsor and 2 trainings for Restorative Justice for JRB.

Partners in Community

- Morgan REACT: 0 new participants, FY total 99. 15 REACT members were involved in a Vaping Committee and Opioid Awareness Project meeting on January 12 & 17. They served 528 peers and 0 adults. One Morgan REACT member presented a youth-ed program initiative to the administration at the high school to raise awareness about opioids and pain management, particularly in athletes.
- Eliot REACT 5-6: 3 participants from previous month, 0 new participants, FY total 7. On 1/12 members were involved in a vision board and goal setting workshop which included 2 Morgan REACT members. Ten middle school boys have been meeting weekly for Boys Council – attendees grades 5-8.
- Eliot REACT 7-8: 7 participants from previous month, 1 new participants, FY total 14.
- PiC:

Juvenile Review Board

- 2 participants end of last month + 1 new participant – 0 closed cases = 3 active participants

Police Youth Group

- 35 existing participants, 0 attendees this month, FY total 35

Other

- Attended 3-day EMDR training in New Britain and am now fully trained
- Attended CCC #3 in Town Hall
- Attended Valley Shore Collaborative monthly meeting

- Helped coordinate 2 QPR trainings taught by staff; QPR training held for 6 athletics coaches from the High School on January 26.
- 4 youth & 3 adults attended CADCA forum in Maryland.

Mental Health Task Force

- No new participants, FY total 0

Clinical Services

- 14 previously, 3 opened, 0 closed. January caseload: 17.
- Short term responses (non-cases): 3 previously, 0 new = 3 FY total.

Social Services: January 1, 2023 – January 31, 2023

Total Assistance: \$1,540.80

Assistance Records: 208

Children (0-17) Assisted: 0

Adults (18-59) Assisted: 15

Seniors (60+) Assisted: 39

Other (unknown) Assisted: 36

Total Cases Assisted: 90

Children (0-17) in Assisted Households: 21

Adults (18-59) in Assisted Households: 28

Seniors (60+) in Assisted Households: 50

Other (unknown) in Assisted Households: 68

Total Households Assisted: 89 households with a total of 167 members

Operation Fuel: Program re-opened December 19 – assistance increased (up to \$1000).

CT Food Bank Mobile Pantry: January 13th and January 27th. Upcoming distribution February 24th.

SNAP Update: Starting in January, DSS will text reminders to recipients who need to submit their renewal forms. Texts will come from the DSS Benefits phone number (855-626-6632.) Texts will be informational and will not ask for identifying or personal information. After February, additional SNAP benefits will end and return to the normal amount.

Energy Assistance Update: Additional funding was approved allowing each eligible household an additional crisis benefit of \$430.