

Community Services and Recreation

DRAFT MINUTES/APPROVED

To: Community Services Commission Members

From: Gerardo Sorkin, Director

Re: Commission Meeting December 1, 2009

Due to lack of quorum at the start of the meeting, the meeting was not officially called to order, but began at 5:32p.m. Later in the meeting, at 5:45pm, a quorum was met and the minutes from the previous meeting were accepted. *See Acceptance of Minutes.*

I. Attendance:

Present: Laurie-Jean Hannon, Donna Malley, Jim Marshall, Judith McKay, Judith Meyers.

Staff: Gerardo Sorkin, Director and Carla Pelliccio, Secretary

Absent: Thomas Balga, William Carey, Maggie Jensen.

II. Acceptance of Minutes:

Donna Malley made a motion to accept the Minutes of November 5, 2009, seconded by Judith Meyers.

III. Correspondence:

No correspondence to report.

IV. Director's Report:

Senior Center

Copies of the December 2009 *Senior Happenings* brochure of activities and events were distributed to the Commissioners.

Renovations Update: Operations for the Senior Center continue to operate at full capacity at the American Legion. Construction continues to move along. With new additions added to the original construction plan as well as the unforeseen removal of asbestos, the original completion date has been moved back until approximately the beginning of the new year.

Annual Senior Center Holiday Party will take place on December 4 at Zandri's Stillwood Inn to celebrate the end of the year. Approximately 190 people expected to attend.

Senior Songsters performed at the First Selectman's Inauguration. Additionally, they will be performing on December 15 at the Clelian Adult Day Care Center in Hamden, and at Leeway in New Haven on December 29.

A survey went out in the newsletter and will be available at the Holiday Party. Results will be available in January. Mr. Sorkin will present the results to the Commission once the results become available.

Daycare:

Preschool – all slots are filled/15 children; *School Age* – all slots are filled/ 30 children.

Updates:

Children had a Thanksgiving Feast on Tuesday Nov.24. They made applesauce, corn muffins and placemats, Indian headdresses, tom-toms and vests. A complete dinner was served to the children with turkey, mash potatoes, yams, corn, stuffing, corn bread, apple and pumpkin pie. The children learned all about the Pilgrims and the Indians and life long ago in America, the meaning of Thanksgiving and the children shared what they were thankful for.

The Daycare children will travel to the Senior Center on a Fieldtrip to enjoy a holiday celebration and have lunch and a visit with Santa. A Family Craft making party with parents is scheduled for Dec.15th.

Trainings: The staff continue to attend trainings. An Excel workshop program for the computer, and a nutrition workshop sponsored by CACFP in Middletown at the Dept. of Ed. were attended.

Counseling

Documentation updates:

The upgrade to the electronic medical records system progresses. All counselors have started switching over to using Carepath for creating their medical records and have begun the process of concurrent documentation. The goal is that every new client as well as current clients will be integrated in the new system and be fully operational by January 1, 2010.

Trainings: Counselors continue to attend free fall DHMAS trainings. These trainings provide CEU's to help maintain licensure.

Census: approximately 95.

Waiting list: Currently we do not have a waiting list.

Youth Services

Substance Abuse Prevention Council: . The brochures from the SAPC, which will serve as a resource flyer for parents (regarding prescription drug abuse, signs and symptoms to identify and resources available for parents), will be mailed to homes of all students enrolled at North Haven High School and North Haven Middle School by the middle of December.

A Prescription Monitoring Program, a community wide drug give back is being planned for the Spring of 2010. The intention is to dispose of expired prescription medication, which decreases the risk that kids will gain access to it.

The possibility of applying for a Drug Free Communities Grant is currently being looked into. The grant award of \$125,000 a year for 5 years is funded by the Executive Office of the President of the United States White House Office of National Drug Control Policy and Substance Abuse and Mental Health Services Administration (SAMHSA). To help define the application process, Nancy Leddy, Youth Services Administrator and Mr. Sorkin have met with members of communities who have received the above mentioned grant money and agencies who may serve as a resource, as well as a professional grant writer.

Juvenile Review Board: After many meetings with police, and school officials, revitalization of the Juvenile Review Board, a court diversion for youth has been established. Representatives from North

Haven High School, North Haven Middle School, North Haven Police Department, the clergy and Youth Services Administrator Nancy Leddy are included. This board is intended for youth to be used as a diversion to the juvenile court system. To qualify the crime must be non-felonious, the youth must be a minor and they must have provided an admission of guilt within 24 hours of the crime. A meeting will be taking place on December 14th.

Anti-Bullying Presentation: An anti bullying presentation took place in the Community Room at North Haven Library. The event, hosted by North Haven Youth Service Bureau was a collaboration of YSB's from Region II.

Community Services

Monthly Food Bank Statistics for November 2009: 486 meals were distributed in the month of November 2009. This figure is in addition to the Thanksgiving meal distribution that took place this month.

Thanksgiving / Holiday Food Distribution: 51 households were distributed food for this year's Thanksgiving turkey distribution (versus 46 households in 2008). Mr. Sorkin thanked Mrs. Malley and Mr. Marshall and his wife who volunteered. Both commissioners commented on a great event. Holiday food and toy distribution will take place on December 21 & 22 from 1-4pm. A press release promoting this will be sent to the local media this week. Food donations that continue to come in will be used for Holiday food distribution in December.

Energy Assistance Program: Energy Assistance applications continue. Appointments take place three days a week. Statistics on the number of residents that have applied thus far in the season will be provided at the next meeting.

Mr. Sorkin announced the Annual Tree Lighting Ceremony: Sunday, December 6th from 2-5pm. Rain date is set for Monday December 7th from 3-6pm.

V. Finance Report:

The August 2009 budget reports were reviewed by the Commission (report ending August 31, 2009).

Community Services: October 2009 snapshot of Community Services expenditures:
bottom line under budget YTD = 28.8%

Welfare: October 2009 snapshot of Welfare expenditures (eviction related expenses):
bottom line over budget YTD = 32.0%.

Senior Center: 2009 snapshot of Senior Center expenditures:
October bottom line under budget YTD = 29.2%

Daycare: Snapshots of expenditures through the Daycare grant were reviewed:
October 2009 snapshot: -\$11,601.59

Special Funds : Mr. Sorkin asked the commissioners to review the monthly snapshot of the Special Funds, as of October 30th :

Emergency Fund: balance of \$55,217.69

The Outreach Fund: balance of \$23,853.74

VI. Old Business:

This is the last meeting for Ms. Hannon and Ms. MacKay. They bid a fond farewell to the commissioner. Mr. Sorkin acknowledged Ms. Hannon and Ms. MacKay for their contributions to the commission.

Regarding the membership of William Carey, Ms. Hannon has gotten in touch with Mr. Freda requesting that he send a letter to Mr. Carey regarding his intentions of remaining on the commission. Additionally, Mr. Freda will be appointing two new members to the commission at the January meeting, as well as appointing the new chairperson.

Copies of term expirations were provided to each commissioner as a reference.

VII. New Business:

None.

VIII. Public Participation:

No participation.

IX. Adjournment:

Laurie Jean Hannon asked for a Motion to Adjourn accepted by Donna Malley, seconded by Judith MacKay. The meeting was adjourned at 6:02 p.m.

The next meeting will take place on January 5, 2010.