

Community Services and Recreation

DRAFT MINUTES/APPROVED

To: Community Services Commission Members  
From: Gerardo Sorkin, Director  
Re: Commission Meeting June 1, 2010

Meeting was called to order at 5:33 p.m.

I. Attendance:

Present: Walter Heinig, Thomas Balga, Maggie Jensen, Donna Malley, Jim Marshall, Michael Pepe, Krista Polinsky.

Staff: Gerardo Sorkin, Director and Carla Pelliccio, Secretary.

Absent: Judith Meyers

II. Acceptance of Minutes:

Donna Malley made a motion to accept the Minutes of April 6, 2010, seconded by Michael Pepe.

III. Correspondence:

None.

IV. Director's Report:

Senior Center

Copies of the June 2010 *Senior Happenings* brochure of activities and events were distributed to the Commissioners.

*The Senior Center Open House* will take place on June 30, 2010 at 10:00am. Invitations have already been received by commissioners and they have been asked to RSVP. Regarding the renovations, Mr. Sorkin commented on a job well done by the Public Works staff in their landscaping and beautification efforts on the Senior Center grounds.

*Senior Center Irrigation System:* Repairs will be made to the irrigation system.

Daycare:

Preschool – all slots are filled/ 15 Wait list -11

School Age – all slots are filled/ 30 Wait list -5

***Special Events for the Month***

Mexican culture was celebrated with a Cinco de Mayo Celebration, a Week of Colors, Science Week where children made hands-on- experiments to learn about float and sink, magnets, and solids and liquids. Children visited the Library to find more books about science. Currently working on an extensive unit on the Farm. The Daycare took a field trip on May 26 to Lyman Hall VoAg Fair to look at farm animals and farm equipment. The culminating activity will be our Special Person's Day presentation "Down on the Farm," on Friday June 4<sup>th</sup> at 11:00am in Recreation. Mr. Sorkin invited all commissioners to attend.

Summer field trips have been booked and confirmed: Lighthouse Point Park for three trips, Beardsley Zoo, Imagine Nation Children's Museum in Bristol, and the Thimble Islands in Branford.

The Department of Public Health made an unannounced inspection. Overall the daycare did very well, with few corrections already sent to DPH.

The Daycare Center was selected for the CT Accreditation and Facilitation Project (AFP). The program is now a participant in these AFP resources:

- Individualized support to help your program through the NAEYC process and stay on track with your time line
- Support group meetings
- On-site consultation
- Priority for AFP-sponsored program administrator credit-bearing coursework toward NAEYC requirements & the CT Director Credential
- Priority for CCAC Training Program in Child Development (non-credit CDA content) and, for eligible teaching staff, scholarship for credit-bearing coursework

*Staff trainings and Meetings:*

Two staff members attended a Charts-a-Course, sponsored workshop on Serving Young Children with Special Needs in the Early Childhood Setting.

Daycare Director Lauren Montano currently working with with Claudia Grantham as well as daycare staff and a committee to plan a Birth – 5 Resource Guide for families. This project is sponsored by a grant from the Graustein Memorial Fund, which is a follow up effort following the Community Conversation that took place last year.

Youth Services

*Project Graduation:* will take place on June 21, 2010 at Quassy Amusement Park following graduation.

There is much student enthusiasm surrounding this year's event. The goal is to have 7 buses filled (to beat last year's 6 bus goal). 2 paramedics and 2 police officers have already been secured for the event. Mr. Sorkin encouraged the commissioners to participate as chaperones for this event, and directed them to contact Youth Services Administrator, Nancy Leddy.

Letters have been sent out to parents local businesses requesting sponsorship. They have been given the choice to choose from several sponsorship tiers. Connex Credit Union will sponsoring \$5,000 once again this year.

*Workforce Alliance Summer Employment Program:* Currently still waiting to find out source of funding and/or the amount that will be allocated to the town. It is anticipated that notification should occur within the next two weeks. In the meantime applicants continue to be interviewed and job sites secured. Contingent upon funding, the goal is to employ 12-15 students. Job sites will include (but are not limited to) the Department of Community Services, Community Services Day Care Center, the Department of Recreation, N.H. Library, the Department of Public Works and various private businesses. The program is intended for youth between the ages of 14-24 who come from a low income household or are considered special needs.

*Prevention:*

*Vision Goggle Demonstrations:* took place last week with the 9<sup>th</sup> and 10<sup>th</sup> grade Health classes at North Haven High School. They participate in this program each semester every school year as part of one of the activities under the Substance Abuse Prevention Council in partnership with the high school's health faculty. The goggles allow students to feel the effects to their vision as if they were under the influence of alcohol.

“*Friday Night Fun Night:*” this dance (scheduled for May 21, 2010) was canceled due to low interest. Due to the fact that three of the four scheduled events were canceled (2 due to low interest, 1 due to inclement weather, and a third due to falling during spring recess), Mr. Sorkin indicated that they will meet with the North Haven Middle School over the summer to review to improve the events and increase student interest for next year. Mr. Sorkin reiterated the commitment of this program which is to maintain activities that promote wellness for youth to have fun in a safe environment. Mr. Heinig asked that the commission be updated.

### Counseling

*Documentation updates:* Carepath system and concurrent documentation are continuing to be utilized regularly. We are collaborating with Carepath company to develop new DMHAS required reporting forms and databases, using the Carepath system. New system of reporting to begin in July.

*Trainings:* Counselor III completed an online DMHAS training on Global Assessment of Functioning (GAF) scoring for psychiatric diagnoses.

*Waiting list:* The current census is 97. No waiting list exists at this time. Appointment are being scheduled and referrals made to private practitioners, as inquiry calls are triaged.

*Other:* Steps are being taken to obtain license as a substance abuse clinic through the Department of Public Health.

### Community Services

*Energy Assistance Program:* Final statistics of the 2009-2010 Energy Assistance Season were provided. 292 energy applications were processed (households), in which a total of 625 individuals were assisted. Of the 292 applications, 253 were approved, 39 were denied.

*Monthly Food Bank Statistics for May 2010:* 270 meals were distributed in the month of May.

*Save the Date:* Wednesday, September 8, 2010 (4-6pm) - Community Services Open House. Presentations will surround energy assistance, social services, fair housing, and the all of the services that the Department of Community Services and Recreation provides. Brochures and information will be available for distribution as well as a tour of the facility.

### V. Finance Report:

The April 2010 budget reports were reviewed by the Commission (report ending March 30, 2010).

*Community Services:* April 2010 snapshot of Community Services expenditures:  
bottom line under budget YTD = 85.6%

*Welfare:* April 2010 snapshot of Welfare expenditures (eviction related expenses):  
bottom line over budget YTD = 77.4%.

*Senior Center:* April 2010 snapshot of Senior Center expenditures:  
October bottom line under budget YTD = 82.8%.

*Daycare:* Snapshots of expenditures through the Daycare grant were reviewed:  
April 2010 snapshot: -\$37,699.31

*Special Funds* : Mr. Sorkin asked the commissioners to review the monthly snapshot of the Special Funds, as of April 30, 2010.

***Outreach Fund:*** balance of \$22,657.74

*The proposed 2010-2011 Budget:* Budget referendum scheduled for June 15<sup>th</sup>. Mr. Sorkin reviewed the proposed reductions for Community Services, Recreation, Welfare and Senior Center that were presented to the Board of Finance on May 26, 2010. Overall reduction of 2.04% proposed.

## VI. Old Business:

In response to a request from Mr. Heinig at the May 2010 meeting, Mr. Sorkin provided a detailed report of the Emergency Fund, which itemized each fund requests, amount of award and date awarded fiscal year to date. This detailed report will be provided to the commission each month moving forward. Mr. Heinig would like to open up the discussion at the next meeting in September as to what role the commission should play in the oversight of these funds.

***Emergency Fund:*** balance of \$69,322.49

*Food:* \$2,255.00

*Fuel:* \$28,280.78

*Misc:* \$38,366.71

*Toys:* \$420.00

TOTAL: \$69,322.49

Additionally, upon request of the commissioners, Mr. Sorkin provided an overview of the Emergency Fund, the application process, as well as presented the guidelines that are currently in place. Application packets were distributed to the commission, detailed descriptions of each fund, eligibility requirements and disclaimers, as well as the process and procedure when a resident applies. He then opened up the floor to the commissioners requesting any additions or modifications that commission may see fit.

Currently a disclaimer exists indicating that the amount of emergency fuel awarded is limited to 100 gallons of fuel per household/ per year. Mr. Sorkin opened up the conversation among the commission regarding whether the award amount should be increased to 150 gallons. It was suggested by Mr. Pepe that once the summer activity of the emergency fund is reviewed at the September 2010 meeting, it can then be determined and voted upon by the commission, in time for the upcoming fall and winter months.

Jim Marshall made a motion to increase the assistance limit from 100 gallons to 150 gallons of oil for now, seconded by Maggie Jensen. This amount will be revisited at the September 2010 meeting.

## VII. New Business:

While discussing the food bank and the perishable items that it provides, Mr. Balga suggested exploring the possibility of incorporating perishable goods (i.e. through a voucher system in partnership with local farmers). Mr. Sorkin commented that while the current infrastructure of the food bank does not exist, he welcomed the commission work collectively to assist him in the researching this possibility.

VIII. Public Participation:

No participation.

IX. Adjournment:

Donna Malley asked for a Motion to Adjourn, seconded by Michael Pepe. The meeting was adjourned at 6:40 p.m.

The next meeting will take place on September 7, 2010.