

TOWN OF WOODBRIDGE

HUMAN SERVICES DEPARTMENT



11 Meetinghouse Lane, Woodbridge, Connecticut 06525
Telephone (203) 389-3429

Woodbridge Human Services Commission

Minutes of the February 3, 2020 Meeting

Members Present: J. Clarke-Lofters, S. Davidson, J. Ciarleglio, M.L. Sabshin, B.P. Madden, V. Livesay, A. Holzman

D. Rowland, Representative BOS

J. Glicksman, Woodbridge Center Director

N. Pfund, Youth Services Director

K. Moriarty, Woodbridge Center Assistant

Absent: T. Kenefick, Representative BOF, N. L. Atwood, J. Labieniec

Meeting called to order at 7:00 p.m. by S. Davidson

I. Public Comments
None

II. Minutes of the January 6, 2020 Meeting

M.L. Sabshin made motion to accept the minutes of the January 6, 2020 meeting as amended by S. Davidson. J. Ciarleglio seconded. V. Livesay abstained, all others approved.

III. Human Services Operating Budget and Human Services Report

S. Davidson reported that the Board of Selectmen presentation went well last week.

The Commission voted unanimously to add "Human Services Report" to the agenda.

J. Glicksman presented the January 2020 Human Services Report, which is on file in the Human Services office.

- J. Glicksman attended a meeting on housing insecurity.
- The Annual Volunteer Tea will be held on April 23, 2020 – The volunteer list is being prepared.
- Language Accommodations – The goal is to upload documents onto the transportation area of The Woodbridge Center page on the Town website.
- New lights installed in building – New LED lights were installed in entire building to provide for improved energy efficiency.
- J. Glicksman will be meeting with former director, M.E. LaRocca tomorrow, February 4th, to receive training.

A. Holzman made a motion to approve the report, J. Clarke-Lofters seconded. All approved.

IV. Director of Human Services position

The Town of Woodbridge has posted the Director position externally. Resumes and references are due February 14, 2020. The Town Personnel Committee approved increasing the work hours of several part time staff members during the transition period. A. Holzman raised the possibility of using college interns, not only during the summer, but also during the rest of the year.

V. Youth Services Report

N. Pfund presented the January 2020 Youth Services Report, which is on file in the Human Services office.

- Part-time employee, Marie Grabowiecki, resigned effective 1/29/2020. The Town has posted the part-time Program Coordinator position externally. N. Pfund indicated that it is difficult to hire part-time employees (19 hours/week) at an hourly rate of \$16.95.
- Programming:
 - After School Guided Study – Program runs 2 days/week and ends March 23, 2020.
 - First Selectman's Youth Award – Letters requesting nominations were sent to schools and organizations. Nominations are due March 13, 2020. People's Bank has sponsored the award in past years. They will be contacted again this year.
 - Mardi Gras Party - February 21, 2020 at the Amity High School for 8th graders from Woodbridge, Orange and Bethany.
 - Tricia Dahl: Vaping Presentation – A date will be set for a panel discussion to discuss the dangers of vaping. Woodbridge Youth Services is presenting the program in collaboration with Orange Youth Services.
 - Babysitting Training – Red Cross training has been tentatively scheduled for April 13-17, 2020, during spring break.
 - Sixth Grade Parent Orientation – Amity Middle School will host a new parent orientation on February 27, 2020. Youth Services will be in attendance to explain programs and answer parent questions. Youth Services surveys parents in order to refine the focus of programs needed for incoming students.

V. Livesay made a motion to accept the January 2020 Youth Services report. B.P. Madden seconded.

VI. The Woodbridge Center Report

J. Glicksman presented the January 2020 Woodbridge Center Report, which is on file in Human Services office.

- Programming
 - Chinese New Year Feast – is scheduled for February 4, 2020 at The Center.

- Charging higher lunch fees for out-of-towners was discussed. J. Glicksman will research what other municipalities do with out-of-town guests.
- "Nosh and Knowledge" lecture and healthy cooking demonstration took place on January 29, 2020 and was well attended.
- VITA Tax Program starts tomorrow, February 4, 2020. The program runs on Tuesdays from 9:00 a.m. to 12:00 p.m. through April 14, 2020.

J. Ciarleglio made a motion to accept the January 2020 Woodbridge Center report. M.L. Sabshin seconded. All approved.

VII. Old Business/New Business

- Next meeting is Monday, March 2, 2020.
- Woodbridge Fireman's Snowflake Dance will take place on March 7, 2020 at the JCC. Email snowflake@woodbridgefire.com for tickets.

V. Livesay made a motion to adjourn the meeting at 7:59 p.m. J. Ciarleglio seconded. All approved.

Submitted by:


Human Services Commission

Accepted and approved this 2nd Day of March, 2020.