

# **Woodbridge Human Services Commission**

## **Minutes of the May 13, 2019 Meeting**

**Members Present:** A. Klee, S. Davidson, S. Bender, C. Lovejoy (via telephone), N.L. Atwood (via telephone), M.L. Sabshin, J. Clarke-Lofters, J. Glicksman, Woodbridge Center Director, D. Lober, Representative BOS, M.E. LaRocca, Director of Human Services

**Absent:** N. Pfund, Youth Services, J. Ciarleglio, V. Livesay, T. Kenefick, Representative BOF

Meeting called to order at 7:05 pm by S. Bender.

### **I. Public Comments**

No members of the public were present.

### **II. Approval of the April 1, 2019 Minutes**

S. Davidson made motion to accept the minutes of the April 1, 2019 meeting with edits.

A. Klee seconded. All approved.

### **III. Human Services Capital and Operating Budgets**

- Annual Town Meeting – Monday, May 20, 2019, 7:30 p.m.

### **IV. Human Services Report**

M.E. LaRocca presented the April 2019 Human Services Report, which is on file in the Human Services Office.

- Job Openings – Mike Recchia recommended for Driver position. He is currently per diem and will change to staff driver after background check.  
A. Klee made motion to accept M. Recchia for this position pending pre-employment drug testing and background check. J. Clarke-Lofters seconded.

• Still seeking per diem Driver, Kitchen Supervisor and Kitchen Assistant.

- Update Volunteer Tea - nice attendance, room set up worked well
- First Aid/CPR/AED Training - April 22<sup>nd</sup> for staff. Town Hall and Library staff to be trained in near future.
- Red Cross Simulation Exercise – May 15<sup>th</sup> – Staff and volunteers will be trained. Looking into regional CERT training with Clark H. of Bethany.
- The Woodbridge Center Ramp Project – Olympic Construction is working on the ramp however there have been some delays due to weather. Meeting planned with Associated Carpet.

- State Department of Transportation Matching Grant Program – matching budget and certification forms were mailed to the Greater New Haven Transit District for the Regional Rides Program.

M.L. Sabshin made a motion to approve the April 2019 Human Services report. J. Clarke-Lofters seconded. All approved.

**V. Youth Services Report**

M.E. LaRocca presented the April 2019 Youth Services Report.

- Programming-
  - Home Alone had nine students in attendance
  - Babysitter Training had ten students
  - Samuel Martin received First Selectman's Youth Award and a check for \$200 from People's United Bank at the Volunteer Tea.
  - Fabulous Friends end of the year party at Amity Bowl
  - Awareness Week at Amity Middle School April 29 – May 3 included Twin Day, Cultural Pride, Holocaust Remembrance Day
  - 6<sup>th</sup> Grade Meet & Greet – 110 kids and several volunteer parents participated
  - Youth Services provided program sponsorship and promotion for Steven Hill program

Ryan DePoloa, Orange Youth Officer is working with Woodbridge and Bethany to create a Regional Juvenile Review Board.

J. Clarke-Lofters made a motion to approve the April 2019 Youth Services report. S. Davidson seconded. All approved.

**VI. The Woodbridge Center Report**

J. Glicksman presented the April 2019 Woodbridge Center Report.

- Programming
    - Spring Fling Health Fair
    - Mel's farewell luncheon – Mel will be kept on as per diem employee
    - Cinco de Mayo lunch
  - Living Treasure Awards Fundraiser – first meeting May 9<sup>th</sup>, next meeting May 28<sup>th</sup>, to plan Living Treasure Awards event on October 2, 2019. Looking now to hire a caterer.
  - Area Agency on Aging Mini Grants for \$5000. Plans to get a hand sink for The Center kitchen, gallery molding for hanging artwork, twelve quality chairs for Mah Jongg group
- S. Davidson proposed making a fact page for renovating The Woodbridge Center.

S. Davidson made a motion to accept the Woodbridge Center April 2019 report.

A. Klee seconded. All approved.

**VII. Old Business/New Business**

- Chair term for S. Bender is ending June, 2019
- Next meeting is Monday, June 3, 2019

J. Clarke-Lofters made a motion to adjourn the meeting at 8:51 p.m. C. Lovejoy seconded. All approved.

**Submitted by:**

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Human Services Commission

**Accepted and approved this 3rd Day of June, 2019.**