

# TOWN OF WOODBRIDGE

## HUMAN SERVICES DEPARTMENT



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### Woodbridge Human Services Commission

#### Minutes of the September 14, 2020 Meeting

Conducted via Zoom

Video recording: [https://youtu.be/CTLUSH\\_JF9o](https://youtu.be/CTLUSH_JF9o)

**Members Present via Zoom Platform:** J. Clarke-Lofters, S. Davidson, V. Livesay, A. Holzman, B.P. Madden, M.L. Sabshin, J. Labieniec

**Staff present:** J. Glicksman, Human Services Director, N. Pfund, Youth Services Director, K. Moriarty, Woodbridge Center Programming Assistant

**Absent:** N. L. Atwood, J. Ciarleglio, T. Kenefick, BOF Liaison, D. Rowland, BOS Liaison

Meeting called to order 7:05 p.m. by S. Davidson, Chair.

#### **I. Public Comment**

Although publicly noticed, no members of the public were in attendance.

#### **II. Liaison Reports**

- Board of Selectmen – None
- Board of Finance – None

#### **III. Minutes of the August 3, 2020 Meeting**

A. Holzman made a motion to accept the minutes of the August 3, 2020 meeting, as amended by S. Davidson and N. Pfund. V. Livesay seconded. All approved.

**IV. Additions to the Agenda** – B. P. Madden made a motion to amend the agenda by adding two items to Section V (Human Services Report): Emergency Shelter and Capital Budget. V. Livesay seconded. All approved.

#### **V. Human Services**

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

- Senior Services Social Worker COVID19 and hurricane outreach update – The Social Worker provided outreach to everyone on the emergency call list prior to and after the hurricane. Services were provided by staff, Fire Department and Police Department with regard to food, water, generators and referrals. The Social Worker continues to make routine COVID19 calls to seniors to help them feel connected.

- Town plans for reopening- The Town plans to open doors to the public by January 2, 2021. A “soft” opening is planned for October 2020. Under the “soft” reopening, residents will be let into buildings by appointment only. The Director is following the Governor’s Reopening Guidelines for the Center. Each building reopening will be done in accordance with the specific uses of the building.
- Search Subcommittee for the Woodbridge Center Director - The Woodbridge Center Director’s position was cut from the salary line item of the budget and placed on hold until January 2021. The department was recently granted permission to hire a Center Director in December 2020. The job opening will be posted in October 2020. The Search Subcommittee consists of S. Davidson, J. Glicksman, and J. Clarke-Lofters.
- Flu clinics- The first flu clinic of the season will be a “Drive Thru” clinic on Oct. 20, 2020 and it is by appointment only. To date, there are 65 appointments left. Orange VNA will host a second clinic on October 26, 2020. It will take place under the white canopy by the Library and will be an in-person/outdoor event.
- Scout Annual Food Drive- On October 24, 2020, Scout Troops 63 and 907 will be collecting food and hygiene products for the Town’s Food Pantry. Folks who want to donate should leave items by their mailbox by 9:00 am on October 24. No expired food will be accepted.
- Emergency Shelter- Red Cross has stated that opening an emergency shelter during COVID should be a last resort. Therefore, the department is looking into using Amity High School and Beecher Road School facilities should the need arise. Volunteers will be needed.
- Capital Budget- Forms are due in early December 2020. The subcommittee to make recommendations for this was named to include S. Davidson and B.P. Madden.

M. L. Sabshin made a motion to accept the August 2020 Human Services report. B. P. Madden seconded. All approved.

## VI. Youth Services

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

- Grants - Reporting is complete for the last fiscal year. The budget for the current fiscal year is due for the Youth Services Bureau Grant and the Enhancement Grant by the end of the month.
- Programming -
  - Red Cross Babysitting Training - Classes were held on August 12, 2020 and August 14, 2020 under the tent behind the Library from 9:00 am - 1:00 pm. Masks and social distancing were required. Surveys showed 100% positive reaction to the content of the program.
  - Chalk Art Challenge- Fourteen families received bags with summer toys and gift cards for participating in the art challenge.
  - Diversity Programming- Woodbridge Youth Services (“WYS”) contacted Mykee Fowlin to request pricing and availability to bring a program to our community. Mr. Fowlin is an actor/counselor who has performed at Amity High School in the past.
  - “Welcome Back to School” Bags- At the request of the Amity Middle School PTSO, WYS donated highlighter pens with styluses to be included in the “Welcome to AMSB” bags given to each student.

- Home Alone- WYS is planning a Home Alone class for Grades 4-6. Ideally, it would be held at Beecher Road School as an after school program.
- Other Programs- WYS is meeting with principals and school personnel to discuss training and potential program needs.
- Job Bank - Offering outdoor jobs, i.e., storm cleanup and leaf raking.
- Staffing - WYS is considering a schedule reduction to accommodate the existing coordinator's needs.

J. Clarke-Lofters made a motion to accept the August 2020 Youth Services report. A. Holzman seconded. All approved.

## **VII. The Woodbridge Center**

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

- Outdoor classroom/Programming updates - Exercise classes, as well as craft classes, continue to be held outside during the pandemic. Exercise with Laurie is still being aired on public access television.
- Veteran's Transportation - Fall 2018 Commission approved free transportation for veterans and their spouses. J. Glicksman would like to modify the program by providing free transportation to veterans, but not to spouses. The discussion will be continued next month.
- Lunch Program Fees – 35-40 lunches per week were provided to seniors in August. An end-of-summer "Drive Thru" picnic, sponsored by Coachman Square, will be held on September 22, 2020. The sponsor has kindly offered to purchase 100 cold fried chicken box lunches for seniors.
- The cost of meal deliveries will increase from \$4 to \$5 per frozen meal beginning Oct. 6, 2020.

V. Livesay made a motion to accept the August 2020 Woodbridge Center Reports. J. Labieniec seconded. All approved.

## **VIII. Old Business/New Business**

- Next Meeting is October 5, 2020

J. Clarke-Lofters made a motion to adjourn the meeting at 8:06 p.m. A. Holzman seconded. All approved.

Submitted by:

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Human Services Commission

Accepted and approved this                      Day of                      , 2020.

DRAFT