

Approved 4/20/15 *mer*

HUMAN SERVICES ADVISORY COMMISSION  
Minutes of Special Meeting  
November 17, 2014

Commissioners Present: Chairwoman Karen Roy Guglielmi, Bill Campbell, Terilyn Rogers, Michael Winkler  
Commissioners Absent: James Purnell, Charita Alston,  
Staff Liaisons Present: Marina Rodriguez, VSS & Alan Slobodien, Youth Services  
Members of the public attended the meeting

Discussion of new protocol for State funded homeless shelters

In attendance were Pieter Nijssen, Director of Tri Town Shelter, Crane Cesario, Managed Services Division / Housing & Homeless Resources, Capitol Region Mental Health Center, and Bryan Flint, Director of Cornerstone Shelter. The new protocol was explained and questions answered. There was discussion about homeless populations, existing shelters and housing. The new protocol works through 8 Statewide Coordinated Access Networks comprised of geographic regions. Connecticut Infoline 2-1-1 is the single point of entry for persons seeking shelter and housing. The system provides easy access, standardizes the process, creates a new client data system, uses assessment tools, makes referrals and requires accountability. Materials that were distributed showed the coordinated access networks and provided a summary of the entry process and workflow.

Approval of Minutes - special meeting of 10/20/14  
Postponed until next meeting

Communications & Correspondence

- Letters sent from Chair to agencies regarding results based accountability & information for upcoming budget
- Letter sent from Chair to Town Council regarding Commission's progress report
- Letter received from MARC
- Materials from Town Clerk regarding setting the schedule of meetings for 1/1/2015 – 1/31/2016
- A corrected listing of the latest HSAC membership was distributed; there is 1 vacancy at this time.

Human Services Budget 2015-16

Discussed process and timetable; Chair will request meeting with Mayor and Finance Director to ask if it would be possible to send the grant application packets to the agencies by Friday 12/5/14 and returned by Monday 1/5/15. This year, the packet will request submittal of three items: the grant application, tax information (990 form), and RBA data. Commission will decide on interviews after it has reviewed the completed application packets. Commission would like to make sure that it receives the same Human Services Budget Book that Town Council gets. Commission would like to continue having agency representatives attend the Budget hearing.

The meeting schedule for next calendar year will be determined at next meeting.

Next meeting: Monday 12/15/14

Submitted by  
Marina Rodriguez *mer*

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