

approved 4/20/15 *mer*

HUMAN SERVICES ADVISORY COMMISSION
Minutes of Special Meeting
October 20, 2014

Commissioners Present: Chairwoman Karen Roy Guglielmi, Bill Campbell, James Purnell.
Commissioners Absent: Bill Fox, Terilyn Rogers, Michael Winkler
Staff Liaisons Present: Marina Rodriguez, VSS & Alan Slobodien, Youth Services

Approval of Minutes - special meeting of 8/18/14

Commissioner Purnell moved to approve the minutes, seconded by Commissioner Campbell; minutes unanimously approved.

Communications & Correspondence

- Listing of the latest HSAC membership was distributed. There are no vacancies at this time.
- Letter regarding invitation to Standard Process & Procedures meeting on 10/29/14: Those present are planning to attend.
- New procedures for State funded homeless shelters: Pieter Nijssen from Tri-Town Shelter has informed us of new intake procedures via 2-1-1, new client data system, and shelter diversion strategy. There were some questions & issues raised. Commission asked that Pieter be invited to our meeting to discuss this further; also include appropriate staff from State if possible. On a related matter, question was raised regarding: what is the Town's legal obligation if Town authorizes payment for a limited emergency hotel stay and guest overstays without paying? Marina was asked to follow-up with Town attorney.
- Agency summary chart for last fiscal year was distributed. Commission discussed sharing such information with Town Council. Chairwoman was asked to submit a brief update of activities to Town Council and include the letter dated 5/5/14 re RBA.

Responses for RBA data

Commission members were emailed the responses received since our last meeting from the remaining 3 agencies; paper copies were also available at the meeting. The Commission reviewed each of the submittals and discussed them. All of the respondents mentioned the use of a questionnaire to survey clients to determine how well the program did and if clients are better off. Commission agreed that agencies be informed that survey should pertain to the particular service that Town is funding, and provide a copy of the questionnaire & data. Alan was asked to contact two of the agencies. Chairwoman was asked to include this in her letter to all the agencies.

Chairwoman will be preparing the letter to the agencies, as discussed at the last meeting.

Next Meeting: Monday, Nov. 17, 2014

Submitted by
Marina Rodriguez *mer*

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