

HUMAN SERVICES ADVISORY COMMISSION

Approved Minutes of Special Meeting

December 22, 2016

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Commissioners Present: Karen Roy-Guglielmi, William Campbell

Staff Liaisons Present: Michelle Hill, Chrystine Longley

Approval of Minutes: Unable to vote for approval due to lack of commissioners present

Communications and Correspondence: email regarding mailing of grant applications was discussed. Timeline for the process was also discussed; January 13, 2016 is the due date for the agencies to submit their application (with the ability to add supplemental documentation if not available by January 13, 2016).

Grant Application Process: It was decided that no visits to agencies need to be made for this grant cycle. There was discussion about the current "for profit" status of the VNA, and the decision was made that we need to contact them about their current billing, advising them that the town is unable to continue their grant based on their "for profit" status, and to determine if they have a plan going forward with the clients they are consistently servicing from the grant funds.

Meeting Schedule- We will be sending an email out to the Commissioners to decide if our ongoing monthly meetings for 2017 will be on Mondays at 5:30 or Mondays at 6:30.

Other business- Introduction of Chrystine Longley, new Director of Social Services. The commissioners that were present also decided that an email to the current commissioners is needed to determine the level of commitment as well as asking them to consider tendering their resignation so that the Mayor can appoint new Commissioners to the commission. Meeting was adjourned.

Submitted by Chrystine Longley