

# HUMAN SERVICES ADVISORY COMMISSION

Minutes of Meeting

January 24, 2011

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11 FEB -2 AM 8:51

Meeting Location: Vernon Youth Services Bureau, 9 Elm Street, Vernon, CT 06066

Those members in attendance were: Wes Shorts – Chairperson, Judy Hany, James Krupienski and staff liaison: Marina Rodriguez, Acting Director of Vernon Social Services and Alan Slobodien, Vernon Youth Services Director.

Absent: Bill Fox, Phil Bunick, Kim Rivest, Jean Bostrom

Agenda items covered were as follows:

1. The meeting was called to order at 7:00 PM
2. It was noted that Kim Rivest has sent an e-mail of her intent to resign from the Commission to Wes and Alan. Wes to inform her that she needs to submit a formal letter of resignation to the Mayor.
3. Marina Rodriguez was introduced as the Acting Director of Vernon Social Services.
4. There is no update regarding the selection of a new Director of Social Services for the Town of Vernon.
5. The selection of a Chair and Vice-Chair for the coming year was postponed until more Commission members are present.
6. The Budget Process is very short again this year. Budget packets did not go out to the Agencies until January 14, 2011. The Agencies were asked at a minimum, to contact Jim Luddecke's Office with the dollar amount they are requesting by January 24, 2011. They were then asked to follow-up with the required printed material before February 2, 2011. W. Shorts reviewed some updated information for the Commission from Mayor McCoy and John Ward, Town Administrator. Both anticipating a very tight budget; however the Mayor has asked us to do the best we can and he is willing to meet and discuss with us if necessary. The Town Administrator has asked that we ask the Agencies to reduce their requests by 5% over last year if at all possible. This is the same request being made of all Town Department. Both are asking us to be very diligent with any new Agency requests unless there is a clear need and value to the people of Vernon.
7. The Commission discussed the process to follow this year with regard to Agency Interviews. The Commission will again this year require only those Agencies requesting \$5,000 or more as well as all new Agencies with requests to appear before the Commission. The rest of the Agencies will be divided up among Commission members who will conduct telephone interviews and present findings at our budget deliberation meeting in February.
8. Commission Time-line for 2011:

The Mayor would like the recommendations from the Commission no later than February 9, 2011. The responses from the Agencies are due back to the Finance Department by February 2, 2011. Books will be put together as quickly as possible and we are scheduling the Agency interviews for February 5, 2011 at Vernon Youth Services Office. We will start our interviews at 8:30 AM and schedule the Agencies every 45 minutes allowing them 30 minutes of presentation time. Our final deliberation prior to submission to the Mayor is scheduled for Tuesday, February 8, 2011 at 7:00 PM if necessary. We will need to schedule additional times for interviews and deliberations in case of snow.

8. Alan will set up the interview schedule for Saturday, February 5, 2011, and will e-mail to Commission members. We will begin at 8:30AM and will plan on having the Agencies with the largest dollar requests on the schedule first. Lunch and discussion will happen after the last agency.
9. Alan reviewed for the members the work that the Vernon Community Network has done so far after hosting a Homelessness Forum back in November. There have been several subgroup meetings and progress is such that Corner Stone Shelter and Tri-Town Shelter are being asked to take leadership of future meetings focused on the homelessness issue. There has been a lot of behind the scenes work so far that includes a meeting with Common Ground, an organization that develops housing options for the homeless. Vernon Community Network will continue to be involved supporting the new leadership.
10. Ethics Ordinance Distribution:  
Wes has the Ethics Ordinance Signature Sheet for members to sign and turn into him. They then will go to the Town Clerk. All members had received last year a copy of the Town of Vernon's ordinance #173 entitled, "Ordinance Establishing a Code Ethics For The Town of Vernon, as amended by ordinance #175. All that is required is a signature page indicating having previously received a copy and being familiar with it.
10. The Human Services Commission meeting dates for 2011 will be filed next week with the Town Clerk.
11. Meeting adjourned at 8:45 PM
12. The next meeting will be February 5, 2011, 8:30 A.M. at Vernon Youth Services.

Prepared by:

Wes Shorts  
Chairperson, Human Services Advisory Commission  
January 31, 2011