

Woodbridge Human Services Commission

Minutes of the February 7, 2022

Via Zoom, 7:00 p.m.

Can be viewed: <https://www.youtube.com/watch?v=1xhOJ8pARNg>

Members Present: S. Davidson, Commission Chair, J. Clarke-Lofters, V. Livesay, A. Holzman, B.P. Madden, J. Ciarleglio, L.F. Miller, C. Austin

Liaisons: D. Lober, BOS Liaison, D. Rowland, BOF Liaison

Staff present: J. Glicksman, Human Services Director, K. Moriarty, Woodbridge Center Director

Absent: N. Pfund, Youth Services Director

Meeting called to order at 7:00 p.m. by S. Davidson, Commission Chair.

I. Public Comment

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

II. Additions to the Agenda - None

III. Liaison Reports

- Board of Selectmen (BOS) – D. Lober gave a brief update. He discussed the current town mask mandate, the new transfer station fees, the recent town grant to create a new bike path in town, Arbor Haven conservation easement, and the status of the cell tower which is proposed for a residential neighborhood.
- Board of Finance (BOF) – D. Rowland indicated that the operating budgets from all departments have been received and the Board is in the process of reviewing them and will be making recommendations.

IV. Minutes of the January 4, 2022

J. Ciarleglio made a motion to accept the minutes of the January 4, 2022 meeting. B.P. Madden seconded. Minutes were approved by C. Austin, J. Ciarleglio, S. Davidson, A. Holzman, V. Livesay, B.P. Madden, and L.F. Miller by roll call vote. (J. Clarke-Lofters abstained.)

V. Operating Budget presentation

J. Glicksman, S. Davidson and K. Moriarty presented the FY23 Operating and Capital Budgets to the BOS/BOF on February 1, 2022. The budget, submitted by the Human Services Department, reflected a \$11,392 decrease over FY22 when offset with revenue.

VI. The Woodbridge Center

K. Moriarty presented the January 2022 Woodbridge Center report, which is on file in the Human Services office.

- Programming
 - Pandemic Update - Woodbridge remained in the red zone for the COVID-19 positivity rate throughout the month of January. All in-person programming was suspended but will resume on 2/14/22. The Center continued to provide residents with COVID-19 information, including information concerning access to free test kits and booster vaccines. The Center distributed 130 at-home test kits to the most vulnerable older residents through a drive thru and delivery using the transportation program.
 - Zoom tutorials have been provided as needed to participants.
 - Zoom Exercise Programs - Aerobics class with Laura Richling began on Zoom on January 18 and will continue through February 11. Targeted Strength Training was also offered via Zoom. As the class preferred in-person classes, it is suspended until February 14 when it will resume in-person.
 - Painting for Pleasure and AAA Driver Improvement classes will begin again on February 14.
 - Evidence-based Lifestyle Change (Diabetes Prevention) class will begin on February 15, offered in-person and via Zoom.
 - Free aerobics classes will be offered during the month of February to promote Heart Health month thanks to a generous donation from Coachman Square at Woodbridge.
 - Souper Sweet New Year's Party Drive Thru will take place on February 17. The event is co-sponsored by Coachman's Square and Opal Stork Home Care. Hamden Rehabilitation and Health Care will be providing a Chinese New Year fun pack.
 - Movie viewing of "Selma" will take place on February 25 in the Center Building gym.
 - A National Park six-month series of simulated park tours will take place in-person beginning in March in the Town Library meeting room.
- Staffing Update - The search for a transportation driver continues. Chief Cappiello and Chris Sorenson (local bus company owner) were asked to pass along the information to any retirees or other interested individuals. In addition, R. Glowa (Human Services Bethany) was asked to pass along names of drivers interested in more hours. The Center will also have a table at the JCC job fair in March.
- Grant Application - The Center applied for an American Rescue Plan Act (ARPA) grant through the Agency on Aging of South Central CT for \$25,266 with a 15% match. If awarded the grant, it would allow the town to purchase a replacement vehicle for the old Crown Victoria and three insulated food carriers. As part of the grant application, the town was asked to create a survey to be used to evaluate the transportation and meal delivery programs which will be used regardless of the outcome.

V. Livesay made a motion to accept the January 2022 Woodbridge Center report. J. Clarke-Lofters seconded. The motion was unanimously approved by roll call vote.

VII. Youth Services

J. Glicksman presented a summary of the January 2022 Youth Services report.

- Programming
 - First Selectman’s Youth Award nominations are due by April 4, 2022
 - Snow Art Challenge - March 1, 2022 deadline
 - Internet Safety Presentations at Amity Middle School Bethany (AMSB) by Scott Driscoll for all 7th and 8th grade students
 - Job Bank is available for residents and teens
 - Valentine Wishes for Seniors - create a Valentine card for distribution to area seniors. Drop off boxes are located at schools and the Center Building.
 - Pi Day Celebration will be held on March 14, 2022 - AMSB students will be making individual pizza pies.

B.P. Madden made a motion to accept the January 2022 Youth Services report. J. Ciarleglio seconded. The motion was unanimously approved by roll call vote.

VIII. Human Services

J. Glicksman presented the January 2022 Human Services report, which is on file in the Human Services office.

- Senior Services Social Worker – title change and job description update –
The social worker needs to have more hours to cover the existing and growing workload. The social worker performs outreach work, assists adult residents and their families in social services, crisis intervention, advocates for their well-being and provides information and referrals. The social worker’s caseload fits into five categories:
 - food insecurity and fuel assistance
 - seniors aging in place
 - health and wellness
 - counseling and mental health services
 - crisis intervention

The social worker position handles all adult cases - not just seniors. J. Glicksman is seeking to increase this position’s hours from 20 hours to 24 hours through the proposed FY23 budget. The job description for this position was also revised. C. Austin made a motion to change the position title from “Senior Services Social Worker” to “Human Services Social Worker.” J. Ciarleglio seconded. The motion was unanimously approved by roll call vote. A. Holzman made a motion to accept the revised Job Description for Human Services Social Worker. J. Ciarleglio seconded. The motion was unanimously approved by roll call vote.

- Grievance Procedures
 - The recent grant application through the Area Agency on Aging South Central CT required the submission of a grievance procedure. Since Human Services did not

have an existing grievance procedure, J. Glicksman drafted a “Woodbridge Human Services Grievance Guidelines” document for the Commission’s review and approval. B.P. Madden made a motion to accept the “Woodbridge Human Services Grievance Procedures” document, as amended. A. Holzman seconded. The motion was unanimously approved by roll call vote.

- VITA program - This tax program will go live tomorrow with both in-person and drive-by tax preparation services. In-person participants will be asked to wear N95 masks (which will be provided by the Human Services department to those who need it.)
- Renovation – Senior Center - Staff will review “owner review set” documents and have requested a budget from the architects. Building Maintenance will be meeting with the Mechanical Engineer from Silver Petrucelli to go over the details for the ramp and HVAC projects. The department is hoping to create an outdoor area in the courtyard (with the assistance of a landscape architect) to be used by seniors.

V. Livesay made a motion to accept the January 2022 Human Services report. J. Clarke-Lofters seconded. The motion was unanimously approved by roll call vote.

IX. Old Business/New Business

- Human Services Commission member resignation - John Labieniec submitted a letter of resignation, effective immediately, and offered with regret. The Commission members thanked John for his service on the Commission and indicated they will miss his expertise.
- **Next Meeting** – Monday, March 7, 2022

B. P. Madden made a motion to adjourn the meeting at 8:12 p.m. J. Ciarleglio seconded. All members approved by roll call vote.

Submitted by:

Human Services Commission

Accepted and approved this 7th Day of March, 2022.