

**Minutes of the Social Services Commission Meeting
January 14, 2016 – Senior Center – 8:30 a.m.**

Members present:

Rob Michalman, Ruth Clark, Faith Roebelen, Maryellen Tunsky, Marcia Dufore

Absent: B. Brooks, S. Skozaczka

Directors **Paula Pascoe, Janet Frechette, Leslie Offenbach, Marzena Heimowski**

Guest: First Selectman Melissa Mack

Chairman Rob Michalman called the meeting to order at 8:34 a.m.

He welcomed First Selectman Mack to the meeting, and the commission members were introduced to the First Selectman and to Marzena Heimowski. Ms. Heimowski was introduced as the new Mini Bus Coordinator.

There was no Citizen Comment.

Minutes of the Dec. 10, 2015 meeting: Ms. Dufore moved to approve the minutes of the Dec. 10 meeting as amended by using the correct name Ruth Loiseau; Ms. Roebelen seconded. The minutes were approved as amended, by unanimous vote.

Directors' Reports

Paula Pascoe, Senior Center Director, distributed her written report. She noted that the Holiday Party was a huge success and \$510 was donated to the Emergency Aid Association Fuel Bank. Heat and air conditioning is scheduled to be installed in the kitchen, January 18. Tax preparation aid begins in February. Appointments are made for every Thursday during the months of February and March. April 10-16 is National Volunteer Week, a dinner with entertainment is being planned. Suffield Rotary Club contributes \$600 annually for this event.

Denise Winiarski, Mini Bus Coordinator, sent her written report to the Commission. This report is her last report to be submitted, as she is retired effective Dec. 31, 2015. She included Mini Bus statistics for October, November, and December. The 2008 Mercury Marquis was traded in for a 2015 Equinox, which was put into service on November 16, 2015. The residents appreciate being transported in a car as access is easier. The next report will be submitted by Ms. Heimowski.

Janet Frechette, Director of Emergency Aid Association, distributed her written report. More than 130 applications for the state's program of Fuel Aid have been filed. There has been difficulty getting Suffield's applications reviewed for eligibility. These processing issues seem to be resolved since Suffield connected with the Director of the Energy Unit. Operation Fuel: This program has reopened as of 11/30/15, the maximum grant is \$500 per every 12 month period. EAA Private Fuel Bank: The mild weather and

the lower price of fuel have reduced the need. Salvation Army: Our fiscal year begin 10/1. Windsor Locks and Suffield share \$6000, (\$3000 each). Kettle Bell donations resulted in a new record of \$2,639.15. The Rotarians set a new record, \$1,449 raised during their weekend of collecting. Suffield gets to retain 90% of the kettle proceeds. This is added to our annual budget, for a total of \$5,639.15. A good portion of these funds support the EAA's annual Return to School Backpack program. Food Bank: Donations have lessened. The biggest need now is for personal care and cleaning supplies.

Leslie Offenbach, Director of Youth Services, distributed her written report. She noted that it was quiet month due to holidays and school vacations. She is starting her six week group focusing on emotion regulation for 3,4,5th graders at McAlister School. She submitted a grant proposal for \$3893 from CASAC; funds to be spent on programs i.e. M.I.L.D. and P.R.O.M.I.S.E. groups, "Mall Madness" anti-smoking event, Youth leadership conference, and Project Safe Grad. Juvenile Review Board met once this month. An administrative meeting will be held later this month to continue to work on making the board more professional and improve its functioning. She was invited by the school superintendent to become a member of the Superintendent's Community Advisory Board.

Chairman's Report –

Chairman Michalman with the Commission's agreement, moved the agenda item, Executive Session, to be the last item on the agenda.

New Business – Mr. Michalman informed the members he is calling a Special Meeting of the Social Services Commission to Discuss – Town Wide Survey – January 28, 2016 at 8:30 a.m. in the Senior Center. Attendance by the Directors is optional. We will continue our previous discussions on a new Town Wide Survey. If there is one for Suffield, it must be updated.

Executive Session: The Directors left the meeting at this time. Mr. Michalman moved to enter Executive Session for the purpose of discussing a personnel issue; the motion was seconded by Ms. Dufore; and approved by unanimous vote. The Commission entered Executive Session at 9:45 a.m. The Commission entered Open Session at 10:20 a.m. No vote was taken.

Ms. Dufore noted that there is now an over night warming center opening in Enfield. First Selectman Mack noted that she has named Art Groux, the Director of the SVAA, to be the Town's new Emergency Manager Director.

The meeting was adjourned at 10:30 a.m.

Respectfully submitted, Bobbie C. Kling, Secretary S.S.Minutes.Jan.14.2016.

