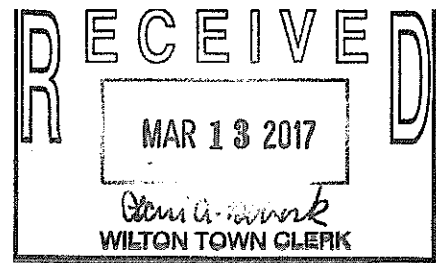




Town of Wilton, CT  
COMMISSION ON SOCIAL SERVICES  
Meeting Minutes  
December 8, 2016



Present: Genevieve Eason, Deborah Low, Michael O'Connell, Cathy Pierce, Pam Kelley, Judy Zucker, Paul Nisco

Absent: Ann Mitrone, Danielle Mancuso, Christine Tenore,

Chairman Deb Low called the meeting to order at 6:05 p.m.

Directors Report

Cathy provided a summary the activities of the department for November, highlighting the increased number of households served by the Food Pantry in November (73) due to the seasonal Thanksgiving Baskets distributed to the community.

2017-2018 Budget Review

Cathy outlined two potential changes to the 2017-2018 budget:

1. Community Assistance Funds as support for the Food Pantry; and,
2. Medical transportation usage funds well beyond previous years, driven by increased ridership.

Regarding the process, Cathy does not expect the Department to make an individual presentation to the Board of Selectman and, in future years, the first selectman is considering adopting a zero-based budgeting approach.

Agency Liaison Coordination

Deborah circulated the approved list of Commission members and their associated agency liaison assignments. These will be finalized at the January 2017 meeting.

New Member Orientation

Paul is setting up 1-1 meetings with members of the Social Services department to support his awareness and understanding of the Commission's charge.

Director Search Update

Deborah detailed the Commission assistance and role:

1. 4 Commission members – Deborah, Judy, Pam, and Danielle – will have direct input to the search process. They will gather feedback from the Social Services department staff to help determine the qualities of the new director envisioned by the team.
2. Two members of the Commission will serve on the interview / evaluation committee, working directly with specific Town representatives. They expect to be completing paper resume screening in January, with interviews beginning in late January / early February.

Upon motion to adjourn made by Judy Zucker, seconded by Genevieve Eason, and unanimously approved, the meeting ended at 7:10 pm.

Respectfully submitted,

Michael O'Connell, Secretary