

Minutes of the Social Services Commission Meeting  
Dec. 11, 2014 - Senior Center - 8:30 a.m.

Members present: Rob Michalman, Ruth Clark, Faith Roebelen, Bob Brooks, Sharon Kozaczka, Marcia DuFore  
Absent: Denise Winiarski  
Directors present: Janet Frechette, and Paula Pascoe

Chairman Michaelman called the meeting to order at 8:35 a.m.

Citizen Comment: None

Minutes of the November 13, 2014 Meeting: Ms. Kozaczka moved to approve the minutes; Ms. Clark seconded. The minutes were approved by unanimous vote.

Directors' Reports

**Paula Pascoe, Director of the Senior Center**, reported that the December 17 Christmas Party is fully booked. Once again, volunteers who are trained by AARP, will be available for advice and assistance to those who seek help in the preparation of the income tax form. Appointments are necessary. Tax Assistance is available from the first Thursday in February through April.

**Janet Frechette, Director of Social Services (EAA)**, distributed her written report. She noted that more than 100 applications have been taken for fuel aid and assistance so far. Due to some application processing issues for the State Program, we have tapped our private funds to urgently bridge the gap. We continue to recruit volunteers for the Meals-On-Wheels program. The number of meal recipients is particularly high. It has made it more difficult for the volunteers, especially on Fridays and holidays when meal volume is extra heavy. The bells are ringing for the Salvation Army. The first weekend in December, Suffield students and a CCD class at Sacred Heart rang the bell. This coming weekend, the students from the Suffield High School Giraffe Club will help. We have identified 101 households and all are sponsored. The distribution of Holiday Baskets for families will be Dec. 18 at Sacred Heart and individuals will receive their baskets Dec. 19 at the EAA.

Survey for Needs of the Town's Population - Mr. Brooks reported he had been reviewing the Town's ordinance pertaining to the Social Services Commission. The ordinance indicated that the Commission should survey the Town's needs to ensure that the Commission would provide the necessary services. The Commission discussed this at length and agreed that the Commission should do a survey. The Commission would have to decide which age groups to target, devise the appropriate questions, and decide a way to distribute a survey. Members were asked to consider and think what questions would yield the specific information sought. This item will be placed on the January meeting agenda.

Chairman's update - Mr. Michalman reported that two candidates for the Youth Services Director's position were interviewed last week. An offer may be forth coming.

The meeting was adjourned at 9:38 a.m.

Respectfully submitted, Bobbie C. Kling, Secretary SS.MINUTES.DEC.11.2014

