

**Shelburne Social Services Committee  
Wednesday, September 25, 2019  
Shelburne Town Center, Mtg. Room 2**

**Present:** Georgene Grover, Pat Fontaine, Barb Marden, Linda Riell

**Call to Order:** 7:10 pm

**Note Taker:** Linda Riell

**Agenda approved**

**Citizen Participation:** none

**Approval for July minutes:** postponed until our next meeting

**Treasurers Report:** Georgene will check with Kristina on the current balance

**OLD BUSINESS:**

- Previous Treasurers Report: Georgene met with Lee Krohn regarding clarification as to when funds were paid out of the account for the mental health officer. Funds for the position were paid from the 2019 budget, not the 2018. The committee now understands that when it pays a fund request, the funds may come from the current budget year OR the next budget year depending on the month in which the request is made. Thanks to Lee for explaining.
- Recruiting new members: let's all try to think of folks we might ask to join the SSC. The terms of five committee members are up in 2020. Georgene in March, Kristin and Kristina in April, Barb in June, Sue in October. (Pat in Jan. 2021, Linda in April 2022)

**NEW BUSINESS:**

- Non profit Agency list: we reviewed a list of 17 agencies who have applied for funds in previous years. Three more names will be added including Dismas House and JUMP.
- Revised Grant Request: we reviewed the form that Georgene presented. Three items were added: 1.) Outcomes expected 2.) % of Agency Budget spent on Administrative Costs 3.) If your grant request is funded, the Committee requests a check-in within 6 months to report on how funds were used. She will email each agency a cover letter along with a link by which the form can be accessed and filled out online.
- Revised Scoring Matrix: the form is renamed, it will be known as a Rubric. The changes are: 1.) Vulnerable Population now includes the words "other factors" 2.) Statewide Population served will receive one point 3.) Accountability of Agency now reads 5% or less administrative costs.
- Two Cycle Funding Requests: the first round will be considered in November. Three have been received thus far: UVM Home Health and Hospice, Hinesburg Community Resource Center, VT Assoc. for the Blind and Visually Impaired.

The Committee has questions for the Shelburne Food Shelf regarding the Hinesburg request. Hinesburg Food Shelf is serving Shelburne Families and are requesting funding to cover costs. Georgene will get back to us with info.

A couple questions require follow up on the UVM home and health request: need to check records, did we fund them in July 2019 and let's look into the 27% administrative costs. Will continue discussion on these items in November.

- White Awareness Book Discussion: will be focusing on the book "Why are all the black kids sitting together in the cafeteria?" The group will meet 5 Mondays @ 6:30 pm at the Shelburne Library. Dates are: Oct. 28, Nov. 4, 25, Dec. 2,9. The discussion will be advertised again on both FPF and in the Shelburne News. Pat Fontaine has organized the session.
- Review upcoming October Round Table Table Invitation: the committee discussed the Social Services meet up scheduled for our October Meeting, it will be held on **October 23 at 6:30 PM**. Approx 10-15 folks who represent social services delivered in our community will be invited: Police, SCS guidance, Howard Social Worker (works through the school), Mentor Coordinator, Housing (Harbor Place), Food Shelf, Outreach Worker (who rides with police), Library, Rotary, Fire and Rescue.

The purpose of the evening is to establish an opportunity to meet those who provide a variety of social services in Shelburne and to encourage communication and collaboration among departments, organizations and personnel. Each invitee will have 5-10 minutes to share successes and challenges they have encountered in their field of service.

At the conclusion of the evening, attendees will be asked to submit a brief follow up evaluation.

Refreshments will be provided, courtesy of Pat Fontaine. Linda Riell will be the note taker.

It should be an interesting evening.

- Meeting adjourned at 8:18 PM.
- **NEXT MEETING: SOCIAL SERVICES MEET UP (ROUNDTABLE), OCTOBER 23 AT 6:30 PM**