

Corinth Community Coalition  
Monthly Meeting  
Tuesday, April 20, 2021  
Zoom Meeting

MINUTES COVER SHEET

- I. Established a quorum with 6 members present.
- II. Approved temporary expenditure authorization procedure.
- III. Approved a quorum for the Coalition.

MINUTES

**Call to Order and Roll Call**

Jeff called the meeting to order at 4:35 PM

Members Present: Jeff Spiegel, KellyAnn Donahue, Glynn Pellagrino, Christiane Carroll, Brian Carroll, and Andy Barter.

**Group Name**

We will keep our current name, but we will not refer to our group as the CCC for clarity.

**Minutes**

Minutes of the 03/16/2021 meeting were distributed to members and approved.

**Financial Report**

The treasurers report was distributed to members by email on 4/18/2021.

The current account balance is \$89.96.

An expenditure was made for waste removal to support an emerging critical situation. **Christiane moved to allow the chair to make expenditures up to \$75, with board consultation, until the next meeting and the adoption of financial policies. Glynn seconded the motion, all in favor.**

**Christiane moved to adopt a quorum number of 5 for the Corinth Community Coalition. Brian seconded the motion, all in favor.**

Glynn- we will get a receipt from Bradford Redemption, and we could receive a quarterly check of about \$200 to \$300.

**Food Update**

KellyAnn reported that they have not had a food delivery since February and are still well stocked.

Jeff- The CCC is delivering meals for five clients for Little Rivers, on a bi-weekly schedule.

**Neighbor to Neighbor**

There have been no calls or requests this month.

## New Business

### Town Service Officer & Town Health Officer Discussion

The Town Health Officer is currently the Select Board Chair. Jeff reviewed a current case with a potential health hazard involving a large volume of trash, bear activity, and three children. Chris indicated that he would contact the state department of children and families. It was reported that Capstone was contacted, and that a dumpster may be provided. Chris asked Jeff if he would go to the property to see if the dumpster arrived at the property.

What is our expectation of town service officer? We referred to the job description provided by Jeff including: "The primary responsibility of the Corinth Service Officer is to support local residents who require assistance to ensure their safety and health. This advocate acts as a case manager and engages directly with individuals by conducting an initial interview and needs assessment. Critical cases require an immediate referral to an appropriate agency available in the town, county and/or state."

Add annual mandated reporter training as a requirement.

Consider Conflict of Interest and Confidentiality policies, and annual acknowledgements of both by the service officer.

Add elder abuse to #5 agency referral in the job description.

Christiane presented the following questions for discussion:

- a) What qualifications are needed for position and how is it determined this person meets them? We looked at the criterion in the job description. Interpersonal skills will be very important.
- b) What other trainings besides 211 are needed to ensure they know what resources are available and how to appropriately refer them? Requirement for willingness to train on topics such as trauma-informed care, adverse childhood event awareness, and de-escalation training.
- c) What trainings and supervision will exist around HIPAA? Trainings are available online for free or minimal cost, and through local partners at no cost (like Little Rivers Health Care, y Clara Martin Center)
- d) What oversight will exist for position to make sure they are doing the job appropriately? Team made up of health & service officers, constable, and select board.
- e) Will any money need to be set aside to do background checks or for trainings? State criminal and abuse registry checks are available to run at no cost to the town. Someone from the town will need to register with the VT Agency of Human Services for the abuse registries and with the VT Crime Information Center's Record Service for criminal record checks.
- f) Should this be a paid position? If so how much? Yes, consider the sources of some of the County Sheriff allocation and of the town pandemic funding of on the order of \$180,000. Consider funding first year with one time funding. Move into budget the following year or consider a warrant article.
- g) What are other towns doing for this role?

Resource Map- Brian will circulate a new version for review. Thank you very much for your efforts Brian!

### Important Dates:

VT-211 101 Training at May's meeting.

Mandated Reporting training in June.

Invite Select Board to both trainings.

**UVCC Next Meeting Monday June 28 at 8:30AM.**

**CCC Next Meeting (3<sup>rd</sup> Tuesday, 4PM) May 22, 4:30 PM**

**Adjourn 5:52 PM**

Respectfully Submitted,

Andy Barter

04/20/2021