



CITY OF DANBURY

HEALTH, HOUSING & WELFARE DEPARTMENT
155 DEER HILL AVENUE, DANBURY, CT 06810

Central Health & Housing Office
203 - 797-4625
Fax 796-1596

Central Welfare Office
203 - 797-4569
Fax 797-4566

Mayor Mark D. Boughton
Common Council
155 Deer Hill Avenue
Danbury, CT 06810

August 28, 2007

Re: Department of Health & Housing Monthly Report to the Common Council

Dear Mayor Boughton and Members of the Common Council:

The July 2007 Department of Health & Housing monthly report is provided for your review. Detailed reports are attached for each Division, including the Housing & Food Service, Welfare and Environmental Health which identify specific inspections, tasks and hours provided by our staff. The Department also receives and responds to resident communications through the new *City Line* 311 customer service line and the electronic Q-Alert system. Should you have any questions regarding these issues, feel free to contact myself or each Division Head directly.

Main Topics

The Food Service Inspection summary scores are continuously posted for public information on the City of Danbury web site. Current inspection results are available for public review, these results area added to the web site by City staff.

The Homeless Shelter program was awarded \$3,500 from the Meserve Memorial Foundation Grant for operations (see news article attached). Also, please find attached a thank you letter for toy donations received by the Welfare Department in anticipation of their annual toy drive during the holiday season.

Medical Outreach 797-4567
Eviction Prevention 797-4565
Information-Referral 797-4569

Dial 2-1-1 for all
Connecticut Services!

Emergency Shelter 796-1661
Em. Shelter Fax 796-1660
Administration 796-1504

Additional Topics

Please note that Ms. Aimee Budnik, Welfare Director, resigned her position in August, transition meetings were held to ensure the delivery of proper services and that existing work can be completed by all staff.

On July 12, 2007, the Local Board for the United Way FEMA / Emergency Food and Shelter Program of Northern Fairfield County meet to discuss reallocation of the original \$56,690 in funds available for the grantees. At that meeting, the board voted to reallocate an additional \$500 to the City of Danbury Homeless Shelter Program for the purposes of setting up a pilot "Respite Program" to help those individuals that not sick enough to be in the Hospital, but not well enough to be staying at the homeless shelters. This reallocation increased the amount awarded to the City of Danbury to \$2000.

You are encouraged to review all the information for each Division, as it provides details concerning ongoing activities. Also, I thank you for giving the Department of Health, Housing & Welfare the opportunity to serve the Citizens of Danbury and feel free to contact the Division Supervisors or myself with any questions you may have.

Sincerely,


Scott T. LeRoy MPH, MS
Director of Health, Housing & Welfare

INSIDE
Obituaries B2
Classified B4-8

The News-Times
LOCAL/STATE

B1
THURSDAY
August 9, 2007

NewsTimesLIVE.com

City 'shelter provides more than a place to sleep'

Meserve Memorial Fund grant to pay for personal hygiene items, other necessities for Danbury's homeless

By **Brian Saxton**
STAFF WRITER

DANBURY — People using the city's homeless shelter on New Street will soon find themselves with some additional domestic comforts.

Thanks to a grant from the Albert W. and Helen C. Meserve Memorial Fund, clients will receive personal hygiene items and other necessities, such as laundry detergent.

The grant, worth \$3,500, is the latest to be announced by the fund this year and will be distributed in partnership with the Danbury Lions Club.

"The shelter provides more than just a place to sleep," Aimee Budnik, the city's welfare director, said Wednesday. "People in this situation are in need of toiletries, clothing and food."

Budnik added, "It is very difficult to look for a job when you have not been able to shower in several days or have

newer clothes."

Lions Club president Keith Beaver welcomed the grant.

"The club is thrilled to be able to help with this worthwhile cause," Beaver said. "This partnership is another opportunity that will allow us to continue our mission."

The club runs programs that include providing glasses to needy schoolchildren and free eye screenings.

The New Street homeless shelter,

which has been operating for more than 14 years, offers accommodation for single adults day and night, with a capacity of 15 beds.

It also provides support and advocacy services.

Budnik said that with federal and state budget constraints, the city has been searching for funds to maintain programs.

"We're thrilled and thankful for the Meserve Fund's generous donation," Mayor Mark Boughton said. "We're al-

ways looking toward our corporate partners to help support the operation of the shelter, whether through volunteer time or donations of food."

The Meserve Fund, which awards grants to a variety of charitable and community organizations in the greater Danbury area, was established in 1978.

Contact **Brian Saxton** at
bsaxton@newstimes.com
or at (203) 731-3332.



CITY OF DANBURY

HEALTH, HOUSING & WELFARE DEPARTMENT
155 DEER HILL AVENUE, DANBURY, CT 06810

Central Health & Housing Office
203 - 797-4625
Fax 796-1596

Central Welfare Office
203 - 797-4569
Fax 797-4566

To: City of Danbury Common Council
From: Aimee H. Budnik, MS, RD, CLC
Re: July 2007 Monthly Report

The following are the highlights of the division's activities:

- The attached report and data tables have been modified to include the previous month's statistics in addition to consolidating some of the information into a tabular format. The information also includes utilization, duplicated clients and unduplicated clients.
- The City Employees and other organizations donated 317# of juice, 7 cell phones and 2 pairs of eye glasses this month.
- The shelter operated this month with a 78% occupancy rate (based on 20 beds) with an average of 16 persons utilizing the night shelter. An average of 24 people used the day center for a total of 745 day center service visits.
- The Medical caseworker, Director Welfare and Social Services and Director of Health attended the WOW Van's 10 Year Anniversary. The Medical caseworker and other WOW Van staff were honored in the Danbury News Times Article.
- Held another shelter staff meeting to review operations and enhance client services.
- Director attended Policy on Family Homelessness (sponsored by CCEH) with the Continuum of Care Co-Chair.
- Director and other community members attended Project Homeless Connect Workshop at City Hall to learn how to implement this type of project locally.
- Throughout the month of July, the Division of Welfare and Social Services has had an Intern from Southern Connecticut State University. She has been working on special projects as well as assisting the entire department.
- The Homeless Shelter was awarded \$3,500 from Meserve Memorial Fund for operational needs.

July 2007 the shelter had ten of the 31 nights with 18 or more people staying at the night shelter. Despite the "nicer" weather, the shelter remains very active and it reminds us that the problem of homelessness occurs all year. The Main Street office has been very busy as well servicing the residents of Danbury with great needs. Although many remember and assist those in need during the holiday months and the winter, this division continues to work hard to provide resources and services all year round.

Lastly, I would like to take the time to say thank you to the City of Danbury and for all the opportunities I have been afforded. This promotion has reinvigorated my passion to provide resources and opportunities for those with great needs. I am relocating with my family and will miss my staff, clients, and colleagues greatly. Thank you to all.

Medical Outreach 797-4567
Eviction Prevention 797-4565
Information-Referral 797-4569

Dial 2-1-1 for all
Connecticut Services!

Emergency Shelter 796-1661
Em. Shelter Fax 796-1660
Administration 796-1504

City of Danbury

Division of Welfare and Social Services

July 2007 Report

Service Activities:

Service Activity Category	This month	Last month	% Difference	YTD
Medical Case Management	197	199	-1%	1572
Housing Case Management	60	60		
<i>Total new cases</i>	16	28	-43%	173
Energy Assistance	8	1	700%	25
Evictions that occurred	1	5	-80%	18
Food Assistance	63	67	-5.9%	250
Housing	16	28	-43%	310
<i>Back rent assistance</i>	2 • 1 denied • 1 pending	7	-71%	109
<i>Housing search assistance</i>	2	3	-33%	60
<i>Housing retention services</i>	0	3	-100	45
<i>Assistance with admission appointments and/or lease signings</i>	1	4	-75%	5
<i>Other housing assistance</i>	2	7	-71%	58
Home Visits	4	3	33%	42
Indigent Prescription applications	134	132	1.5%	1940
Legal Issues	0	1	-100%	7
Medical assessments for WOW and Americares	63	67	-5.9%	905
Neighborhood	0	0	0	8
Social Security	0	0	0	21
State DSS	63	42	50%	450
Substance Abuse	0	0	0	6
Vocational	0	0	0	4
Other	0	0	0	189

City of Danbury

Division of Welfare and Social Services

July 2007 Report

City's Emergency Shelter

Day Center			
	This month	Last Month	% Difference
Cases homeless people were active during the month	120	111	8%
Initial assessments were completed	9	17	-47%
Persons found housing or were placed in housing programs	0	12	-100%
Mental Health Referrals	25	16	56%
Persons found employment	20	23	-13%
Substance Abuse Referrals	22	15	47%
A total of different services were provided during this month	318	363	-12%
<i>Total # of clients served at the day center</i>	<i>765</i>	<i>515</i>	<i>49%</i>
<i>Total # of unduplicated persons receiving services</i>	<i>120</i>	<i>111</i>	<i>8%</i>

Night Shelter			
	This month	Last Mont	% difference
different people utilized the night shelter	34	38	-11%
people were turned away for reasons other than lack of bed space	7	6	17%
persons turned away for lack of beds	7	6	17%
# of beds occupied (bednights=sum of nights each bed was used)	485	534	-9%
overall occupancy rate for the month (based on 20 beds)	78%	89%	-12%
<i>Total # of clients served at the night shelter</i>	<i>485</i>	<i>534</i>	<i>-9%</i>

Please note that the information from the DSS demographic report is now included in the above table.

Shelter utilization (day+night)	This month
Utilization (total # people for the month)	1250
Average # clients per day	24
Average # clients per night	16



CITY OF DANBURY

HEALTH, HOUSING & WELFARE DEPARTMENT
155 DEER HILL AVENUE, DANBURY, CT 06810

Central Health & Housing Office
203 - 797-4625
Fax 796-1596

Central Welfare Office
203 - 797-4569
Fax 797-4566

August 16, 2007

Victor & Nicholas Vieira
8 Wagon Road
Bethel, CT 06801

Dear Victor & Nicholas:

What a donation!

On behalf of the City of Danbury Health, Housing & Welfare Department, we would like to take this opportunity to extend a heartfelt thank you for your wonderful donation of toys. You guys have placed a smile on the faces of many needy children for Christmas.

Thank you both for being so kind and caring for those who are less fortunate than others.

As the school year approach, I hope you have a fun, safe and successful year.

Sincerely,

Aimee Budnik, Director
Welfare & Social Services



CITY OF DANBURY

HEALTH, HOUSING & WELFARE DEPARTMENT
155 DEER HILL AVENUE, DANBURY, CT 06810

Central Health & Housing Office
203 - 797-4625
Fax 796-1596

Central Welfare Office
203 - 797-4569
Fax 797-4566

HOUSING AND FOOD SERVICE REPORT

July, 2007

INSPECTIONS

NUMBER

	This Month	Last Month	Number Diff.	% Diff.	YTD	Last YTD	Number Diff.	% Diff.
A.	369	296	(73)	(25)	369	402	(33)	(8)
B.	59	60	(1)	(2)	59	139	(80)	(58)
C.	91	84	7	8	91	178	(87)	(49)
D.	215	142	73	51	215	83	132	159
E.	102	99	3	3	102	116	(14)	(12)
F.	50	25	25	100	50	30	20	67

- A. Total Housing Inspections
- B. Total Housing Inspections Common Areas
- C. Total Housing Inspections Dwelling Units
- D. Total Housing Inspections Nuisance
- E. Total Food Service Inspections
- F. Total General Nuisance/Miscellaneous Inspections



Paul Schierloh
Associate Director

NARRATIVE FOR MONTHLY REPORT

HOUSING AND FOOD PROTECTION PROGRAM

Field activities for housing and food service functions conducted during the reporting period are reflected in the statistical summary attached. In addition to the normal administrative, inspection and enforcement activities associated with these functions, the section undertook the initiatives outlined below which are deemed to be of special interest or importance.

The department has initiated the re-licensure process for food services for the new license period that commences on July 1, 2007. Renewal mailings were sent to 560 licensed establishments and 30 itinerant food vendors. As of August 2, 2007, applications had been received from all but 30 establishments. Enforcement hearings will be scheduled for these establishments as a prelude to closure orders being issued. Hearings will also be scheduled for 26 additional establishments who have not cured deficiencies in their applications or who had outstanding inspection issues. One of these establishments owes past-due reinspection fees; seven have inspection/violation issues, one has not made payment of delinquent personal property taxes, seven have not documented compliance with the State's Qualified Food Operator requirements and ten have not provided documentation of the required designated alternate person in charge.

The Office of the Corporation Counsel processed nineteen housing/health code referrals in July. The department made court appearances on seven cases in July. Every effort is made to encourage cooperation in making needed improvements, but non-compliance leads to court action and possible penalties for contempt of court orders.

The department has been asked to participate in systematic inspections with the UNIT program as needed. Senior Housing Inspector Don Melillo has been designated to be the department's liaison with UNIT and will participate in inspections as requested. The department continues to investigate complaints throughout the city referred through the Mayor's Blight Hotline and from other departments in addition to complaints made directly to the department. The department also receives complaints and service requests through Q-Alert and 311.

The department continued working with the LAMPP Project, the entity sub-contracted by the State to administer lead poisoning prevention and remediation funds awarded to Connecticut by the Federal government. This enables Danbury property owners to apply for funds available to abate lead paint, replace windows, doors and perform other repairs to make units lead safe. LAMPP completed lead abatement at a two-family home in Danbury in July. Supplemental funds were provided through the City's Community Development Block Grant Program to assist with the correction of additional non-lead code violations found at this property.

The housing section also provides staff support for the Danbury Fair Rent Commission. The part-time fair housing officer received two fair rent inquiries during July and also worked with the Commission to review the by-laws and propose revisions for review by counsel.



CITY OF DANBURY

HEALTH, HOUSING & WELFARE DEPARTMENT
155 DEER HILL AVENUE, DANBURY, CT 06810

Central Health & Housing Office
203 - 797-4625
Fax 796-1596

Central Welfare Office
203 - 797-4569
Fax 797-4566

August 22, 2007

TO : Danbury Common Council
FROM: Daniel Baroody, Senior Inspector, Environmental Health Division
RE: Monthly Status Report - Environmental Health Division
July, 2007

Key Indicators	This Month	Last Month	# Difference	% Difference	YTD
<i>Hazardous Materials Management & Public Health Preparedness (hours)</i>	85	124	(39)	(31)	1,256
<i>Wetlands / Water Resources Management (hours)</i>	161	98	63	64	1,019
<i>Program Administration (hours)</i>	44	40	4	10	315
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	138	144	(6)	(4)	740

Program Status Report

Narrative

The status of major project and program activities of the Environmental Health Division (EHD) for July, 2007 can be summarized as follows.

Wetlands / Water Resource Management: The EHD continued to provide technical support staff to the Environmental Impact Commission (EIC). EHD staff has conducted review of permit documentation and site plans, site inspection of on going construction of EIC Permitted Projects, attended EIC Meeting and discussed environmental issues related to future projects by organizing pre-application meetings with developers and their consultants.

The EHD continued its management of water resource projects, including Tarrywile Lake.

The EHD continued to provide staff support and liaison to the Environmental Impact Commission. (EIC), conducting oversight, environmental monitoring and inspection of public and private construction projects:

The EHD conducted site investigations of complaints and construction activities along the shore front of Candlewood Lake in cooperation with The Candlewood Lake Authority (CLA),

The EHD receives and processes complaints, service requests and inquiries through the 311 "City Line" and Q-Alert systems.

Program Planning and Administration: The Director of Health (DOH) and Senior Inspector continued to coordinate various environmental programs

Subsurface Sewage Disposal & Private Water Supply Wells Compliance Program: The on-site sewage disposal and well permitting program staff continued to perform plan review, site soil suitability testing and inspection.

Land Use: The EHD continued administration of the Grading Permit Program, conducting permit application review, site inspection and enforcement.

Hazardous Materials Management & Public Health Preparedness: The EHD completed required contract deliverables due July 1, 2007 for Connecticut Department of Public Health (DPH) Bioterrorism and Pandemic Influenza Grants. The EHD continued in planning, training and preparedness activities for all hazard events required by the Connecticut Department of Public Health (DPH) Bioterrorism and Pandemic Influenza Grants.