

ORDINANCE AMENDING
HEALTH AND HUMAN SERVICES COMMISSION
(Approved by Town Council 1-11-06; effective January 27, 2006)

Chapter 28 of the New Canaan Code is repealed, and the following is adopted in lieu thereof.

Health and Human Services Commission

§ 1. Composition; qualification of members.

There shall be—as successor to the Board of Social Services, the Youth Commission, and the Commission for the Aging—a Health and Human Services Commission of nine (9) members. The members shall be electors of the town, and the First Selectman shall be a member ex officio but shall vote only in case of a tie. With the exception of the First Selectman, the members shall serve without compensation and shall hold no other office of trust or emolument in the town government. Service on committees of the town government is not prohibited by this section, provided that such service does not create a conflict of interest as defined in the town's Code of Ethics. There shall be minority representation on the Commission in accordance with § 9-167a of the General Statutes.

§ 2. Appointment and terms of office.

The Selectmen shall annually on or promptly after the first day in December appoint three (3) members of the Commission, all of whom, after qualification, shall hold office for a term of three (3) years from the first day of December until their successors have been appointed and have qualified.

§ 3. Organization, officers, records and quorum.

On or promptly after the first of December in each year, the Commission shall meet at the call of the First Selectman to choose one (1) of its members to be Chairman and one (1) of its members to be secretary. The Chairman shall, when present, preside at all meetings of the Commission and shall vote as a member thereof. The Secretary shall file in the office of the Town Clerk a full and detailed record of all proceedings, acts and resolutions of the Commission, as required by the Freedom of Information Act, including the votes of each member on all actions taken, and such record shall be a public record; provided, however, that the names of needy persons and confidential matters relating to their domestic, financial or other private affairs, and the votes of the members of the Commission in specific instances granting or refusing welfare, shall not be a public record. The concurrence of a majority of the Commission shall be necessary for the transaction of business.

§ 4. Powers and duties.

The Health and Human Services Commission shall have the following general duties and responsibilities in serving town needs in the areas of Human Services, Aging

Services, Youth Services and assigned Public Health Services:

1. The Commission shall possess and exercise all of the powers and duties relating to the public's general welfare as described above, imposed upon boards of selectmen or municipalities by the Town of New Canaan, General Statutes of Connecticut or the United States Code.
2. The Commission shall establish policies and procedures to assist qualified New Canaan residents in need of critical necessities such as food, shelter, safety, and health services, including mental and physical health.
3. The Commission shall recommend and upon authorization, incur such expenses and make such disbursements for public welfare in the town as may have been provided for in appropriations made by the town, the state or the federal government.
4. The Commission shall keep itself knowledgeable of the needs and conditions of the health and general welfare of the citizens of the Town of New Canaan as well as the services in the areas provided by public and private agencies. The Commission shall develop and coordinate information and programs concerning each assigned functional area of Health & Human Services responsibility in New Canaan. The Commission shall encourage the development and coordination of public and private agencies and organizations having like or kindred functions and shall cooperate with them as it deems necessary or desirable.
5. The Commission shall make recommendations to the Board of Selectmen regarding the development of any programs and services for the general welfare of the town, and to help develop new programs for unmet needs.

§ 5. Annual Budget and Reports.

The Commission shall prepare and present to the Board of Selectmen a request for annual appropriations in accord with Charter §C5-6. As relevant, the request shall also contain a statement of possible additional or alternative funding available from both public (including federal or state government grants) and private sources, and shall delineate the efforts taken to obtain such funding.

The Commission shall submit an annual report of its activities to the Board of Selectmen by February 1 of each calendar year as well as such other reports as may be required.