



## CITY OF DANBURY

HEALTH, HOUSING, & WELFARE DEPARTMENT  
155 DEER HILL AVENUE, DANBURY, CONNECTICUT 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

March 20, 2008

Re: Department of Health, Housing & Welfare's Monthly Report

Dear Mayor Boughton and Members of the Common Council:

The February 2008 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 Department meet with Ms. Catherine Awwad, of the Northwest Regional Investment Board, to help secure training opportunities for Homeless Shelter clients using the Danbury's CTWorks Center. They serve job seekers, students, displaced workers and

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individuals who are unemployed, as well as those who want to change jobs or continue to move in their careers. At the facility, assessment, testing, workshops, veterans' services, regional job fairs and career guidance are available to everyone. Ms. Awwad stated that her office can offer / reserve at least 10 registration opportunities per year for our clients at the Danbury CTWorks Center located at 152 West St. in Danbury.

### Additional Topics

Significant progress has been made to lay the ground work for the City's third school-based health center which will provide medical, mental health and dental services to students enrolled in Rogers Park Middle School. With an anticipated opening date scheduled for late April, City personnel having been working arduously to complete building renovations, order furniture, medical and office supplies and conduct recruitment of health center staff. An Open House and ribbon cutting ceremony will be planned for late April. Feel free to contact Melanie Bonjour, Health Promotion/School-Based Health Center Coordinator, with any questions at the Health, Housing and Welfare Department, at 797-4625.

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,

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

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## HOUSING AND FOOD SERVICE REPORT

February, 2008

### INSPECTIONS

#### NUMBER

	This Month	Last Month	Number Diff.	% Diff.	Last YTD	Number YTD	% Diff.	Diff.
A.	238	317	(79)	(25)	2329	2650	(321)	(12)
B.	33	46	(13)	(28)	427	892	(465)	(52)
C.	57	90	(33)	(37)	630	1006	(376)	(37)
D.	140	180	(40)	(22)	1238	724	514	71
E.	137	139	(2)	(1)	1075	1044	31	3
F.	21	21	0	0	235	250	(15)	(6)

- 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

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Paul Schierloh  
Associate Director

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## NARRATIVE FOR MONTHLY REPORT

### HOUSING AND FOOD PROTECTION PROGRAM

The statistical report reflects field activities conducted in connection with housing, public health and food service functions undertaken by the department. This narrative report is intended to summarize administrative activities and enforcement actions initiated by these sections. The narrative also highlights tasks and initiatives that may be of special interest.

The Office of the Corporation Counsel processed six housing/health code referrals in February. The department made court appearances on two cases. While every effort is made to encourage cooperation to correct violations, non-compliance with department orders leads to court action and possible penalties for contempt of court.

The department continues to participate in systematic and complaint inspections with the UNIT program as needed. Senior Housing Inspector Don Melillo serves as the department's liaison to UNIT and participates in inspections as requested. The department also investigates complaints throughout the city referred through the Mayor's complaint line and from other departments in addition to complaints filed directly with the department. The department also receives complaints and service requests through the 311 system.

The department's lead poisoning prevention efforts for the month included monitoring of laboratory reports regarding blood lead levels in children in cooperation with the Connecticut Department of Public Health. Staff made contacts with clients in need of follow up tests according to State testing protocols. The department also performed functions as a community partner in the LAMPP Program. Participation makes Danbury property owners eligible to apply for grant funds to abate lead paint, replace windows and perform other repairs necessary to make units lead safe. Two applications involving Danbury properties are currently being processed by LAMPP.

The housing section also provides staff support for the Danbury Fair Rent Commission. The part-time fair housing officer received four fair rent inquiries during February. Two new housing discrimination inquiries were also received during the reporting period. The officer attended a training session regarding laws covering accessibility accommodations in housing units.



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To: City of Danbury Common Council  
From: Caitlin Radano, M.S.W., Director of Welfare  
Re: February 2008 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.
- Our division collected 203 lbs. of pasta and distributed the food to local pantries.
- Our housing caseworker managed 67 active cases with 25 new requests for services in February.
- The Day Center's caseworker managed 103 active cases at our Emergency Shelter for the month of February with 24 new cases added. 238 total units of service were provided at our Day Center.
- 43 individuals were assessed for social service needs at the AmeriCares Free Clinic, 133 Indignant Drug Program applications were completed and processed as well as 21 individuals on the Wellness on Wheels van received services from our medical caseworker.
- Our Emergency Shelter provided 465 homeless individuals with services and 382 homeless individuals used our Day Center services in February.



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City of Danbury  
 Division of Welfare and Social Services

February 2008 Report

## Service Activities:

Service Activity Category	This Month	Last Month	% Difference
<b>Medical Case Management</b>	<b>197</b>	<b>234</b>	<b>-15.81%</b>
<b>Housing Case Management</b>	<b>67</b>	<b>67</b>	
<b>Total new cases</b>	<b>25</b>	<b>31</b>	<b>-19.35%</b>
Energy Assistance	0	0	0%
Emergency Prescriptions	3	1	200%
Evictions that occurred	0	2	-100%
Food Assistance	203	332	-38.86%
Housing	25	31	-19.35%
<i>Back rent assistance</i>	<b>4</b> <ul style="list-style-type: none"> <li>• 2 granted</li> <li>• 1 denied</li> <li>• 0 pending</li> <li>• 1 referred</li> </ul>	<b>5</b> <ul style="list-style-type: none"> <li>• 1 granted</li> <li>• 4 denied</li> <li>• 0 pending</li> <li>• 0 referred</li> </ul>	-20%
<i>Housing search assistance</i>	10	9	11.11%
<i>Housing retention services</i>	10	11	-9.09%
<i>Assistance with admission appointments and/or lease signings</i>	0	0	0%
<i>Other housing assistance</i>	1	4	-75%
Home Visits	3	6	-50%
Indigent Prescription applications	133	156	-14.74%
Medical assessments for WOW and Americares	21	78	-73.08%
State DSS	21	78	-73.08%
Other	3	3	0%



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February 2008 Report

### City's Emergency Shelter

Day Center			
	This Month	Last Month	% Difference
Cases homeless people were active during the month	103	103	0%
Initial assessments were completed	24	21	14.29%
Persons found housing or were placed in housing programs	6	6	0%
Mental Health Referrals	28	28	0%
Persons found employment	13	15	-13.33%
Substance Abuse Referrals	31	32	-3.13%
A total of different services were provided during this month	238	220	8.18%
Total # of clients served at the day center	382	455	-16.04%
Total # of unduplicated persons receiving services	24	21	14.29%

Night Shelter			
	This Month	Last Month	% difference
Different people utilized the night shelter	21	12	75%
People were turned away for reasons other than lack of bed space	10	3	233.33%
Persons turned away for lack of beds	5	0	Infinity
# of beds occupied (bednights=sum of nights each bed was used)	465	380	-22.37%
Total # of clients served at the night shelter	465	380	-22.37%

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)	847
Average # clients per day	15
Average # clients per night	17

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March 20, 2008

TO : Danbury Common Council

FROM: Daniel Baroody, Senior Inspector, Environmental Health Division

RE: Monthly Status Report - Environmental Health Division  
February, 2008

<b>Key Indicators</b>	<b>This Month</b>	<b>Last Month</b>	<b># Difference</b>	<b>% Difference</b>	<b>YTD</b>
<i>Hazardous Materials Management &amp; Public Health Preparedness (hours)</i>	165	186	(21)	(11)	186
<i>Wetlands / Water Resources Management (hours)</i>	128	146	(18)	(12)	274
<i>Program Administration (hours)</i>	45	50	(5)	(10)	95
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	110	69	41	60	179

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## **Program Status Report**

### **Narrative**

The status of major project and program activities of the Environmental Health Division (EHD) for February, 2008 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 Environmental Health Division (EHD) continues in planning, training and preparedness activities for all hazard events required by the Connecticut Department of Public Health (DPH) Bioterrorism and Pandemic Influenza Grants.