



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

July 31, 2007

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

Dear Mayor Boughton and Members of the Common Council:

The June 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

On June 13, 2007 Mr. Donald Melillo, our Senior Housing Inspector, was selected as the "Housing Code Inspector of the Year for 2007" by the Connecticut Association of Housing Code Enforcement Officials. The award was presented in recognition of his "hard work and outstanding dedication and service to protecting the public's health, safety and welfare" while serving the City of Danbury for over 29 years.

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

On June 30, 2007, Ms. Teri Saleski retired from service after 37 years of outstanding dedication and service as the Department of Health, Housing & Welfare's secretary.

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.

Additional Topics

Transition meetings were conducted with the New Welfare Director, Ms. Aimee Budnik, Paul Schierloh, Welfare staff and I to ensure a proper transition of duties and assignments.

The Welfare Division developed a new partnership with Washington Mutual Bank to provide mobile customer service agents, on-site banking account application review and on-site money management training for our clients. Also, a partnership was formed with the Connecticut Food Bank to help improve donations and resources for the Shelter.

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



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

June, 2007

INSPECTIONS

	NUMBER							
	This Month	Last Month	Number Diff.	% Diff.	YTD	Last YTD	Number Diff.	% Diff.
A.	296	400	(104)	(26)	3903	3271	632	19
B.	60	41	19	46	1100	1068	32	3
C.	84	82	2	2	1357	1400	(43)	(3)
D.	142	272	(130)	(48)	1401	749	652	87
E.	99	93	6	6	1485	1060	425	40
F.	25	13	12	92	348	350	(2)	(1)
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

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

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 would be deemed to be of special interest or importance. Food service inspection totals for the year have been affected by the extended leave of a public health inspector during May.

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 July 2, 2007, a total of 310 applications had been reviewed and approved. Approvals of 16 additional applications were being withheld: three due to past-due reinspection fees, four due to inspection issues, one due to non-payment of delinquent personal property taxes and eight due to lack of documentation of the required designated alternate person in charge.

The department has sent sending non-renewal warnings to establishments identified by the tax collector as being delinquent for more than one year in their personal property tax payments. Of the twenty-one establishments on the tax delinquency list, a total of fourteen had made their required tax payments by July 2. Non-renewal warnings have also been sent to establishments identified as having outstanding well maintenance or water quality violations by the Connecticut Department of Public Health. Warnings have also been sent to establishments who owe past-due reinspection fees. In addition to these issues, compliance with the State's Qualified Food Operator and Designated Alternate provisions is required prior to approval of license renewals.

The Office of the Corporation Counsel processed fourteen housing/health code referrals in June. The department made court appearances on nine cases in June. 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.

Of special significance this month was the selection of Senior Housing Inspector Donald Melillo as "Housing Code Inspector of the Year for 2007" by the Connecticut Association of Housing Code Enforcement Officials. The award was presented to Don in recognition of his "hard work and outstanding dedication and service to protecting the public's health, safety and welfare." Don was presented the award at the association's meeting on June 13 in New Haven. Don's achievement was recognized by a special proclamation issued by Mayor Boughton.

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. Danbury currently has one two-family home under contract by LAMPP to provide lead abatement assistance. Supplemental funds are being 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, processed two complaints, conducted two site investigations and attended two formal hearings. The officer also handled one housing discrimination inquiry.



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: June 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 230# of tuna and milk products, 1 cell phone and 2 pairs of eye glasses this month.
- The shelter operated this month with an 89% occupancy rate with an average of 18 persons utilizing the night shelter. An average of 20 people used the day center for a total of 515 day center service visits.
- The City Shelter received generous donations from Macy's Men's Department (Pauline Nelson).
- Held another shelter staff meeting to review operations and enhance client services.
- Director attended the CLASS (CT Local Administrators of Social Services) Annual meeting, the Maternal Child Health/211 Advisory Committee and Connecticut Institute for Communities, Inc Planning Advisory Committee meeting.
- The Shelter's Caseworker developed a wonderful banking partnership with Washington Mutual and has opened accounts for individuals at the homeless shelter. In addition, Washington Mutual has offered to provide on-site money management training for the clients.
- In efforts to prevent homelessness, the Case Worker has assisted 3 families with housing retention.
- The Director developed a partnership with the Connecticut Food Bank which will increase food donations and resources.
- The Dress for Success Program collected enough dollars from City Employees to "adopt" 6 children from Mill Ridge Elementary School.
- Throughout the month of June, 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 Continuum of Care voted to participate in the United States Interagency Council on Homelessness' Project Homeless Connect in December.

June 2007 the shelter has expanded its services through its partnerships by providing clients with the opportunities to learn and practice money management skills. It is the partnerships like this one that enables the staff members of this division to do their work and support the needs of the clients. Thank you to all my staff and their hard work to help improve the lives of the residents.

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

June 2007 Report

Service Activities:

Service Activity Category	This month	Last month	% Difference	YTD
Medical Case Management	199	239	-17%	1375
Housing Case Management				
<i>Total new cases</i>	28	28	0%	157
Energy Assistance	1	0	100%	17
Evictions that occurred	5	2	150%	17
Food Assistance	67	34	97%	187
Housing	28	28	0%	294
<i>Back rent assistance</i>	7	8 <ul style="list-style-type: none"> • 6 denied • 2 pending 	-13%	107
<i>Housing search assistance</i>	3	5	-40%	58
<i>Housing retention services</i>	3	7	-57%	45
<i>Assistance with admission appointments and/or lease signings</i>	4	N/A		4
<i>Other housing assistance</i>	7	8	-13%	56
Home Visits	3	4	-25%	38
Indigent Prescription applications	132	177	-25%	1806
Legal Issues	1	0	100%	7
Medical assessments for WOW and Americares	67	62	8%	842
Neighborhood	0	0	0	8
Social Security	0	0	0	21
State DSS	42	34	24%	387
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

June 2007 Report

City's Emergency Shelter

Day Center			
	This month	Last Month	% Difference
Cases homeless people were active during the month	111	124	-10%
Initial assessments were completed	17	28	-39%
Persons found housing or were placed in housing programs	12	3	300%
Mental Health Referrals	16	25	-36%
Persons found employment	23	19	21%
Substance Abuse Referrals	15	32	-32%
A total of different services were provided during this month	363	394	-8%
<i>Total # of clients served at the day center</i>	<i>515</i>	<i>509</i>	<i>1%</i>
<i>Total # of unduplicated persons receiving services</i>	<i>117</i>	<i>124</i>	<i>-6%</i>

Night Shelter			
	This month	Last Mont	% difference
different people utilized the night shelter	38	45	-16%
people were turned away for reasons other than lack of bed space	6	3	100%
persons turned away for lack of beds	6	1	500%
# of beds occupied (bednights=sum of nights each bed was used)	534	521	2%
overall occupancy rate for the month (based on 20 beds)	89%	84%	6%
<i>Total # of clients served at the night shelter</i>	<i>534</i>	<i>521</i>	<i>2%</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)	1049
Average # clients per day	20
Average # clients per night	18



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

July 24, 2007

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

Key Indicators	This Month	Last Month	# Difference	% Difference	YTD
<i>Hazardous Materials Management & Public Health Preparedness (hours)</i>	124	236	(112)	(47)	1,171
<i>Wetlands / Water Resources Management (hours)</i>	98	154	(56)	(36)	858
<i>Program Administration (hours)</i>	40	45	(5)	(11)	271
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	144	109	35	32	602

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

Program Status Report

Narrative

The status of major project and program activities of the Environmental Health Division (EHD) for June, 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 June 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.