



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

February 27, 2007

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

Dear Mayor Boughton and Members of the Common Council:

The January 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.

On January 25, 2007, an applicant meeting was conducted to allocate the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) funds for this year. The Common Council granted approval for the FEMA grant application during the January, 2007, Common Council meeting. The FEMA grant award for this year was a generous \$1,500.00 for Homeless shelter supplies and repairs.

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

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

Additional Topics

Transition meetings are being continued with Patricia Bowen, Paul Schierloh, Welfare staff and I to ensure a proper transition of duties and assignments in preparation for Ms. Bowen's retirement. Additional transition meetings were also continued with Mr. Dan Baroody, Senior Inspector, and me to ensure a proper transition of duties and assignments in the Environmental Health Division.

On January 18, 2007, Connecticut Light & Power (CL&P) provided a walk-through energy audit of the Homeless Shelter and the WIC offices. Recommendations were provided by CL&P to our Department and forwarded to the Department of Public Buildings so that energy efficient and energy saving measures can be implemented.

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



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HOUSING AND FOOD SERVICE REPORT

January, 2007

INSPECTIONS

	NUMBER							
	This Month	Last Month	Number Diff.	% Diff.	YTD	Last YTD	Number Diff.	% Diff.
A.	318	303	15	5	2368	1836	532	29
B.	67	90	(23)	(26)	828	596	232	39
C.	96	91	5	5	904	826	78	9
D.	152	121	31	25	615	383	232	60
E.	161	137	24	17	939	410	529	129
F.	37	32	5	15	231	226	5	2

- 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

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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.

One section member attended a training session on water supplies serving food service establishments in January. The training was sponsored by the Connecticut Department of Public Health.

The Office of the Corporation Counsel processed eight housing/health code referrals in January. The housing section made court appearances on two cases while several other cases were resolved prior to court appearances. 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. There are currently two applications awaiting action by LAMPP. Submissions received during the reporting period indicate that at least one of these projects will be proceeding. There have also been a total of 13 Danbury family referrals to LAMPP for lead assessments and counseling under this program.

The housing section also provides staff support for the Danbury Fair Rent Commission. The part-time fair housing officer received one fair rent inquiry during January and worked with the chair to prepare and submit the commission's 2007-2008 budget request. The officer also assisted the commission and Mayor's Office with a ceremony marking the retirement of long-time Fair Rent Commission member Reverend Reuben Bush.



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February 23, 2007

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

Key Indicators	This Month	Last Month	# Difference	% Difference	YTD
<i>Hazardous Materials Management & Public Health Preparedness (hours)</i>	162	123	39	32	
<i>Wetlands / Water Resources Management (hours)</i>	176	148	28	19	176
<i>Program Administration (hours)</i>	45	50	(5)	(10)	45
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	137	138	(1)	(1)	137

Program Status Report

Narrative

The status of major project and program activities of the Environmental Health Division (EHD) for January, 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 coordinated the Public Health Emergency Planning Team meeting regarding pandemic flu preparedness. The EHD completed the emergency alternate care site list in cooperation with Danbury Hospital and Region 4 Hospital Emergency Preparedness Committee. 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.



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

The following are the highlights of the department'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 donated 285# of pasta for the City Food Drive in addition to 35 cell phones for Domestic violence victims. The total food collected for the year was 2662.5#s donated by City of Danbury Employees. A thank you breakfast for the City Employees was held the first week of February.
- The Point in Time Count was completed and the department assisted with data collection at the shelter and with the persons who were unsheltered in the community. An outside contractor is analyzing the surveys and the information will be disseminated through the Statewide Continuum of Care. Preliminary results should be available in March 2007.
- The shelter aide position was requested for hire. This position is a temporary position for a person that is residing at the shelter.
- The shelter has been continuing to operate with an 86% occupancy rate with an average of 17 persons utilizing the night shelter. During the day, an average of 25 people use the day center for a total of 540 utilized the day center's services.
- The Director has been orienting herself to the department by attending meetings with community agencies and partners. In addition, the Director of Welfare has been meeting with her new staff to better understand the services that the department provides to the City of Danbury's residents. It has been a pleasure getting to know the staff and appreciate all the dedication that they have for the department and the clients we serve. I look forward to working together to serve the residents of Danbury, the clients of the shelter and enhance current community partnerships.

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City of Danbury

Department of Welfare and Social Services

January 2007 Report

Service Activities:

Service Activity Category	This month	Last month	% Difference	YTD
Medical Case Management	298	204	31%	298
Housing Case Management	60	N/A		60
<i>Total new cases</i>	18	24	-33%	
Energy Assistance	2	1	50%	16
Evictions	4	5	-25	36
Food Assistance	15	6	60%	64
Housing	7	2	71%	46+1 52
<i>Back rent assistance</i>	5 • 2 granted • 1 denied • 0 pending • 1 referred	11 • 2 granted • 5 denied • 3 pending • 0 referred	120%	
<i>Housing search assistance</i>	4	5	25%	
<i>Housing retention services</i>	5	2	60%	
<i>Other housing assistance</i>	4	5	-25%	
Home Visits	1	0	100%	17
Indigent Prescription applications	216	138	36%	982
Legal Issues		3		6
Medical assessments for WOW and Americares	82	66	20%	525
Neighborhood				8
Social Security	1	3	200%	17
State DSS	39	24	38%	195
Substance Abuse				5
Vocational		1		4
Other	71			3

City of Danbury

Department of Welfare and Social Services

January 2007 Report

City's Emergency Shelter

Day Center			
	This month	Last Month	% Difference
cases homeless people were active during the month	125	115	8%
Initial assessments were completed	26	32	-23%
Persons found housing or were placed in housing programs		1	
Mental Health Referrals	32	22	31%
Persons found employment	10	19	-90%
A total of different services were provided during this month in addition	339	311	8%
<i>Total # of clients served at the day center</i>	<i>540</i>	<i>N/A</i>	

Night Shelter			
	This month	Last Month	% difference
different people utilized the night shelter	40	34	15%
people were turned away for reasons other than lack of bed space	3	14	
persons turned away for lack of beds	1	6	
# of beds occupied (bednights=sum of nights each bed was used)	532	521	2%
overall occupancy rate for the month (based on 20 beds)	86%	84%	2%
<i>Total # of clients served at the night shelter</i>	<i>534</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)	1074
Average # clients per day	42