



**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

April 24, 2007

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

Dear Mayor Boughton and Members of the Common Council:

The March 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.

During the March 17, 2007, Snow storm your Emergency / Homeless Shelter remained fully staffed and open for 57 straight hours to help those in need throughout the duration of the event.

Medical Outreach 797-4567  
Eviction Prevention 797-4565  
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Em. Shelter Fax 796-1660  
Administration 796-1504

On March 22, 2007, the Chamber of Commerce requested that the Department present information on the topic of "Pandemic Flu Preparation" during the Leadership Danbury session held at the Danbury Hospital.

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 Department, working in conjunction with the State Department of Public Health, continued working on the "Keep It Clean" campaign. This program enlists the Cities local paint and hardware stores in providing educational materials about the dangers of lead poisoning and the importance of using lead safe practices when homeowners and contractors conducting renovations.

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

A handwritten signature in cursive script, appearing to read "Aimee H. Budnik".

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 300# of soup for the City Food Drive in addition to 1 cell phone for Domestic violence victims and 1 pair of glasses to the Lion's Club.
- The shelter operated this month with an 83% occupancy rate with an average of 17 persons utilizing the night shelter. During the day, an average of 23 people use the day center for a total of 549 utilized the day center's services.
- The shelter remained fully staffed and operational for 57 hours straight during the March 17th Snow Storm.
- The Director attended the United States Interagency Council on Homelessness Summit for Jurisdictional Leaders in Washington DC. This summit was for community leaders and organizations that have developed a 10 Year Plan to End Homelessness.
- The Director attended a meeting with the State of Connecticut Veteran's Affairs Office to discuss future funding opportunities and programs.
- The Director has participated at local Continuum of Care meetings and on the HUD Notice of Funding Award (NOFA) workgroup.
- The Director was appointed to the City of Danbury Housing Partnership.
- The shelter received a generous food drive donation of soup and crackers from Macys staff at the Danbury Fair Mall.

The Summit in Washington DC provided great innovative ideas, resources and inspiration to bring to the Housing Partnership and Continuum of Care. I feel thankful for the staff and their commitment to the most needy and vulnerable citizens in Danbury.

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# City of Danbury

Division of Welfare and Social Services

March 2007 Report

## Service Activities:

Service Activity Category	This month	Last month	% Difference	YTD
<b>Medical Case Management</b>	<b>237</b>	<b>246</b>	<b>-3%</b>	<b>739</b>
<b>Housing Case Management</b>	<b>68</b>	<b>60</b>	<b>13%</b>	<b>60</b>
<b><i>Total new cases</i></b>	<b>26</b>	<b>18</b>		
Energy Assistance	0	0	0	16
Evictions that occurred	1	3	-67%	9
Food Assistance	10	12	-17%	86
Housing	23	35	-34%	266
<i>Back rent assistance</i>	<b>5</b> <ul style="list-style-type: none"> <li>• 1 denied</li> <li>• 3 pending</li> <li>• 1 granted</li> </ul>	<b>4</b> <ul style="list-style-type: none"> <li>• 2 denied</li> <li>• 2 pending</li> </ul>	25%	79
<i>Housing search assistance</i>	5	6	-17%	45
<i>Housing retention services</i>	3	6	-50%	35
<i>Other housing assistance</i>	3	4	-25%	32
Home Visits	4	5	-20%	26
Indigent Prescription applications	173	186	-7%	1341
Legal Issues	0	0	0	6
Medical assessments for WOW and Americares	64	22	190%	671
Neighborhood	0	0	0	8
Social Security	1	2	-50%	20
State DSS	48	26	85%	269
Substance Abuse	1	0	50%	6
Vocational	0	0	0	4
Other	71	44	61%	189

# City of Danbury

Division of Welfare and Social Services

March 2007 Report

## City's Emergency Shelter

<b>Day Center</b>			
	<b>This month</b>	<b>Last Month</b>	<b>% Difference</b>
Cases homeless people were active during the month	131	110	19%
Initial assessments were completed	25	26	-4%
Persons found housing or were placed in housing programs	2	2	0
Mental Health Referrals	29	30	-3%
Persons found employment	13	14	-7%
Substance Abuse Referrals	36	33	9%
A total of different services were provided during this month in addition	350	367	-4.5%
<i>Total # of clients served at the day center</i>	<i>549</i>	<i>531</i>	<i>3%</i>
<i>Total # of unduplicated persons receiving services</i>	<i>131</i>	<i>110</i>	<i>19%</i>

<b>Night Shelter</b>			
	<b>This month</b>	<b>Last Mont</b>	<b>% difference</b>
different people utilized the night shelter	34	29	17%
people were turned away for reasons other than lack of bed space	4	4	0
persons turned away for lack of beds	2	1	100%
# of beds occupied (bednights=sum of nights each bed was used)	519	482	8%
overall occupancy rate for the month (based on 20 beds)	83%	86%	-3%
<i>Total # of clients served at the night shelter</i>	<i>519</i>	<i>482</i>	<i>8%</i>

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

<b>Shelter utilization (day+night)</b>	<b>This month</b>
<b>Utilization (total # people for the month)</b>	1068
<b>Average # clients per day</b>	23
<b>Average # clients per night</b>	17



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April 12, 2007

TO : Danbury Common Council

FROM: Daniel Baroody, Senior Inspector, Environmental Health Division 

RE: Monthly Status Report - Environmental Health Division  
March, 2007

<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>	248	181	67	37	591
<i>Wetlands / Water Resources Management (hours)</i>	171	123	48	39	470
<i>Program Administration (hours)</i>	51	48	3	6	144
<i>Subsurface Disposal Evaluations (Septic Systems and Wells) (# of site visits)</i>	68	67	1	1	272

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## **Program Status Report**

### **Narrative**

The status of major project and program activities of the Environmental Health Division (EHD) for February, 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 in March for Connecticut Department of Public Health (DPH) Bioterrorism and Pandemic Influenza Grants. The EHD participated The Regional Emergency Operations Plan (REOP) Orientation held in Southbury by State of Connecticut Department of Emergency Management and Homeland Security (DEMHS) Region 5. 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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## HOUSING AND FOOD SERVICE REPORT

March, 2007

### INSPECTIONS

#### NUMBER

	This Month	Last Month	Number Diff.	% Diff.	YTD	Last YTD	Number Diff.	% Diff.
A.	327	282	45	16	2977	2427	550	23
B.	62	64	(2)	(3)	954	774	180	23
C.	114	102	12	12	1120	1092	28	3
D.	149	109	40	37	873	523	350	67
E.	137	105	32	30	1181	683	498	73
F.	25	19	6	32	275	282	(7)	(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.

The Office of the Corporation Counsel processed eleven housing/health code referrals in March. 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 began participation in this year's "Keep It Clean" program in cooperation with the Lead Poisoning Prevention Program of the Connecticut Department of Public Health. To date, five Danbury paint and hardware stores have agreed to participate in the program by providing employees and customers with educational materials about the dangers of lead poisoning and the importance of using lead safe practices when conducting home renovations.

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 signed a contract with the owner of a two-family home in Danbury during the reporting period to provide funds for lead abatement. 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 one housing discrimination inquiry, four fair rent inquiries, processed one formal fair rent complaint, conducted one site investigation and attended one formal fair rent hearing during March.