



REGULAR MEETING – COMMUNITY SERVICES COMMITTEE AGENDA

**FEBRUARY 19, 2025, 7:00 PM
BY ZOOM VIRTUAL MEETING**

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.gov/meetings.



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Lamond Daniels at ldaniels@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

I. CALL TO ORDER / ROLL CALL

II. PUBLIC PARTICIPATION

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: January 15, 2025

IV. DISCUSSION

A. Brian Weeks, Program Director of Epidemiology and Informatics - Health Department

V. ACTION ITEMS

- A.** Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with the Local Prevention Council in the

amount of \$20,000.00 - Account No. 012010-5A0620 to the fiduciary Positive Directions, 90 Post Rd W, Westport, CT 06880 c/o The Norwalk Partnership.

VI. ADJOURNMENT

UPCOMING MEETINGS

March 19, 2025

**CITY OF NORWALK
COMMUNITY SERVICES COMMITTEE
REGULAR MEETING
JANUARY 15, 2025
VIA TELECONFERENCE**

ATTENDANCE: Nicol Ayers; Chair, Heather Dunn, Anne Wennerstrand, Doug Sutton, Greg Burnett, Barbara Smith, DaJuan Wiggins

STAFF: Lamond Daniels; Chief of Community Services

OTHER: Anna Vivian Estrella; Human Services Director, Deanna D'Amore; Director of Health, Sherrelle Harris; Library Director

CALL TO ORDER

Ms. Ayers called the meeting to order at 7 p.m.

ROLL CALL

The roll was called as reflected above.

PUBLIC PARTICIPATION

Diane Lauricella
21 Little Fox Lane

Ms. Lauricella wanted to know if there would be enough money in the budget for creative methods to increase community outreach for infectious disease prevention. She also stated she felt there should be fully funded, full-time lead and toxic material inspectors and free kn-95 masks. She also wanted to know the status of the renovation of the main library

ACCEPTANCE OF MINUTES

A. Regular Meeting: November 20, 2024

**** MS. DUNN MOVED TO APPROVE THE MINUTES
** THE MOTION PASSED UNANIMOUSLY.**

DISCUSSION

A. Presentation on Community Services Department FY 26 Budget Proposal & Goals

Mr. Daniels presented the Budget proposal. He noted there had already been a discussion with the CFO about increases, decreases, and spending. He stated the goals and priorities of the proposed budget. He proceeded department by department to explain the reasoning behind the budget requests.

Mr. Daniels presented a slide show covering the following topics

- Introduction to the leadership team.
- The Mission Statement.
- The Goals.
- An overview of the FY26 Budget Proposal.
- A summary of the Budget Drivers.

Ms. Estrella made her presentation on Human Services. She showed a slide and discussed the following:

- The summary of budget changes

Ms. D'Amori made her presentation for the Health department. She showed slides and discussed the following:

- The FY25 vs. FY26 Health Department budget comparison.
- The summary of budget increase.
- The driving requests for the budget increase.

Ms. Harris made her presentation for the Public Library budget. She showed a slide and discussed the following:

- The FY25 vs. FY26 Public Library Budget Comparison.
- The summary of the budget changes.

Mr. Daniels Continued with a series of slides discussing the following:

- The Community Services grant budget.
- The FY25 vs. FY26 Department level budget comparison.
- The total budget for FY25 and FY26 breakdown by percentage for each department.
- The budget increase from FY25 to FY26
- The conclusion describing the key drivers of the increase.

Mr. Burnett wanted to know if there was a priority item that needed funding and if so what was the total budget request for that item. Ms. Estrella stated it was the Community Resource Hub. She said it would be a loss to the city if it was not championed. Ms. Harris indicated the library's main priority was the book budget. Ms. D'Amore noted her priority was staffing and having the infrastructure in place to meet the community needs.

Mr. Burnett wanted to know what the program impact would be if they didn't receive their priority request item. Ms. Estrella said the Hub would lose three full-time staff members resulting in a personal and community impact. Ms. Harris stated that cost increases would make it impossible to keep up with the needs of a growing population. She noted it would result in residents going to other libraries to find what they need. Ms. D'Amore indicated the need to meet the lead mandate. She explained if they couldn't hire the additional staffing for the lead mandate the funding would have to come from other areas. She also noted that it would impact their clinical services and what they can offer to the community.

Ms. Smyth was interested in the discussions about the Community Resource hub positions. Mr. Daniels stated there seemed to be a commitment by the CFO and mayor to identify necessary funding to keep the program in place.

Ms. Dunn had questions about collaboration with other departments. Ms. D'Amore indicated there was a collaboration to meet demand. Mr. Daniels said conversations were being held to prevent duplication of services. Ms. Dunn wanted to know where the funding was going to be budgeted. Ms. Estrella pointed out they collaborate with the family center. She explained the operations and relationships with all the parties involved. Ms. Ayers stated it's important for the committee to acknowledge and understand their work regarding partnership. Mr. Daniels pointed out that the services offered are open to all residents of the city. Ms. Dunn indicated she felt the hub should be the first line of defense that she could refer people to.

Ms. Ayers thanked the team for always referring back to the efficiency study. She acknowledged the award received on behalf of the Community Resource Hub. She also thanked the Ritter Foundation and Per and Astrid for their help.

**CITY OF NORWALK
COMMUNITY SERVICES COMMITTEE
REGULAR MEETING
JANUARY 15, 2025**

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Ms. Ayers wanted to know if the Library budget included the employee positions that were vacant in the last budget cycle. Ms. Harris indicated yes.

Mr. Daniels indicated the items listed in the budget were not wants, they were needs. They were programs that would keep Norwalk comparable with the surrounding communities.

ACTION ITEMS

There were no action items

ADJOURNMENT

**** MS. DUNN MOVED TO ADJOURN THE MEETING.
** THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 7:28 p.m.

Respectfully submitted
China Mayhew
Telesco Secretarial Services

GRANT AGREEMENT

March ^{7th} THIS GRANT AGREEMENT (the "Agreement"), effective as this 7th day of March, 2024 (the "Effective Date"), is entered into by and between **CITY OF NORWALK** (the "City"), a municipal corporation organized and existing under the laws of the State of Connecticut, acting herein by Harry W. Rilling, its Mayor, duly authorized, and **POSITIVE DIRECTIONS – THE CENTER FOR PREVENTION AND COUNSELING, INC.** ("Grantee"), a non-profit corporation organized and existing under the laws of the State of Connecticut with its principal place of business located at 90 Post Road West, Westport, CT 06880 acting herein by Vanessa Wilson, its Executive Director, duly authorized. (City and Grantee collectively referred to herein collectively as the "Parties" and individually as the "Party").

RECITALS

WHEREAS, the Grantee has requested grant funds from the Grantor to support their program services for Norwalk residents as more specifically set forth herein;

NOW THEREFORE, in consideration of the mutual promises herein contained, the Parties hereby agree as follows:

1. **Recitals.** The Recitals set forth herein above are incorporated into and shall constitute part of this Agreement.

2. **Grant Funds:** The Grantor hereby grants the Grantee **TWENTY THOUSAND DOLLARS AND 00/100 CENTS (\$20,000.00)** subject to the terms and condition set forth herein.

3. **Use of Grant Funds:** The Grantee shall only use the Grant Funds for expenses directly related to programs and services set forth in Exhibit 1 attached hereto provided directly to Norwalk residents. The Grants Funds shall be used for such expenses incurred by the Grantee within one (1) year of the Disbursement Date (as defined below), and the balance of the Grant Funds remaining after such time, if any, shall be paid over to the Grantor.

4. **Distributions.** The Grant Funds will be disbursed to the Grantee within thirty (30) days of the Effective Date of this Agreement (the "Disbursement Date")

5. **Remedies:**

A. The City shall have the following remedies under this Agreement:

(1) In the event the Grantee breaches this Agreement, the City shall have the right to require the Grantee repay all or a portion of the Grant Funds disbursed by the City. Grantee shall reimburse the City for its expenses (including, but not limited to, reasonable attorneys' fees) in satisfying any repayment obligation.

(2) All other rights, powers or remedies available at law or in equity, or provided for in this Agreement.

B. All rights, powers and remedies provided under this Agreement or otherwise available at law or in equity shall be cumulative and not alternative, and the exercise of any such right by the City shall not preclude the simultaneous or later exercise of any other such right, power or remedy by the City.

6. Records and Reporting: The Grantee shall retain and maintain accurate records and documents relating to use of Grant Funds under this Agreement for a minimum of five (5) years from the Disbursement Date and shall make such records available for inspection and audit by the City or its representatives upon request. Grantee shall also maintain all necessary records in accordance with the requirements of the Connecticut Freedom of Information Act.

6. Future Funding; Non-Appropriation: Grantee acknowledges that the City has made no actual or implied promise of funding except for the amounts specified in this Agreement. Upon expiration of the Term or termination of this Agreement, the City will have no further obligation to provide funds to Grantee. Further, if future appropriations are insufficient to support this Agreement, the City may cancel at the end of the then current Term, or otherwise upon the expiration of the then existing appropriation authority. In the case that this Agreement is a Grant that is funded in whole or in part by State or Federal funds, and in the event State or Federal funds become unavailable or reduced, the City may suspend or cancel this Grant immediately, and the City shall have no obligation to pay Grantee from City revenues.

7. Indemnification: The Grantee shall indemnify and hold harmless the City, its officials, employees, agents, and contractors (jointly and severally, the "City Releasees") from all liability, claims, actions, demands, damages, judgments, injuries, penalties, costs, expenses and reasonable attorneys' fees (collectively, "Claims") caused by, arising out of the acts or omissions of the Grantee, its employees, representatives, agents and subcontractors, in the use of the Grants or performance of the Agreement, except to the extent such Claims are caused by the negligence or willful misconduct of a City Releasees.

8. Insurance. The Grantee shall obtain, at its expense, and maintain during the term of this Agreement, the insurance coverage in compliance with the following requirements:

8.1. General. The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the Grantee's policies.

8.2. Minimum Scope and Limits of Insurance:

8.2.1. Workers' Compensation Insurance: With respect to all operations the Grantee performs, it shall carry Workers' Compensation Insurance in accordance with the requirements of the laws of the State of Connecticut.

8.2.2. Commercial General Liability: With respect to all operations the Grantee performs it shall carry Commercial General Liability insurance providing for a total limit of One Million Dollars (\$1,000,000) coverage per Occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The Annual Aggregate limit shall not be less than Two Million Dollars (\$2,000,000).

8.2.3. Automobile Liability: With respect to each owned, non-owned, or hired vehicles the Grantee shall carry Automobile Liability insurance providing One Million Dollars (\$1,000,000) coverage per accident for bodily injury and property damage.

8.3. Umbrella/Excess Liability: With respect to all operations the Grantee performs, the insurance limits required can be provided with a combination of Umbrella or Excess Liability insurance that would "follow form" of the underlying required terms and conditions.

8.4. Acceptability of Insurers: The Grantee's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City.

8.5. Subcontractor: The Grantee shall require all subcontractor to provide the same "minimum scope and limits of insurance" as required herein. All Certificates of Insurance shall be provided to the City's Corporation Counsel as required herein.

8.6. Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the Grantee shall notify the Norwalk Corporation Counsel whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the Grantee agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the Grantee.

8.7. Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the Grantee. All deductibles or self-insured retentions are the sole responsibility of the Grantee to pay and/or to indemnify.

8.8. Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided, or cancelled in coverage or in limits before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Grantee and the City of Norwalk Corporation Counsel. Notwithstanding this requirement, the Grantee is primarily responsible for providing such written notice to the Norwalk Corporation Counsel thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the event of any such change the Grantee shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available.

8.9. Waiver of Governmental Immunity: Unless requested otherwise by the Norwalk Corporation Counsel, the Grantee and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

8.10. Additional Insured: The liability insurance coverage, except Workers' Compensation, required for the performance of the Programs shall include the City as Additional Insured with respect to the Grantee activities to be performed under this Agreement in connection with the Program. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

8.11. Waiver of Subrogation: Grantee waives the right to subrogate or seek recovery from the City and its respective insurance carriers.

8.12. Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the Grantee shall furnish Certificate(s) of Insurance to Corporation Counsel's Office prior to use of the Grant Funds subject to this Agreement. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insureds (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.

8.13. All insurance documents required should be mailed to the City of Norwalk Corporation Counsel, 125 East Avenue, Room 237, P.O. Box 5125, Norwalk, Connecticut 06856-5125.

9. Representations, Warranties, and Covenants. The Grantee represents, warrants and covenants (i) That it is a legally existing non-profit organization under the laws of its State of Connecticut and has not previously filed, nor is presently contemplating filing a petition of, bankruptcy, liquidation, receivership or any other action for the protection of creditors or debtors; (ii) That it has the required corporate power and necessary to adopt, execute and deliver this Agreement and to assume the responsibilities and obligations created hereunder; (iii) That this Agreement is duly executed and delivered by an authorized corporate officer, in accordance with such officer's powers to bind the Grantee hereunder, and constitutes a valid and binding obligation enforceable in accordance with its terms, conditions and provisions; and (iv) That it is in compliance with all applicable regulations and laws governing employment practices.

10. Notice: Any notice regarding cancellation or termination of the Agreement shall be in writing, signed by or on behalf of the Party giving such notice, and shall be hand delivered or sent, postage prepaid, by recognized national overnight courier, or by certified mail, return receipt requested, addressed as follows:

To City: City of Norwalk
125 East Avenue
Norwalk, CT 06851-5125

Attn: Chief, Economic Development

With a copy to: City of Norwalk
Office of Corporation Counsel
125 East Avenue, Room 236
Norwalk, CT 06851-5125
Attn: Corporation Counsel

To Grantee: Positive Directions – The Center For Prevention And
Counseling, Inc.
90 Post Road West
Westport, CT 06880
Attn: Wendy Bentivegna

Notice shall be effective upon receipt or five (5) calendar days, whichever occurs first. Either Party may change its address set forth in this Section by giving Notice to the other Party in accordance with this Section.

11. Modification: This Agreement sets forth all terms and conditions related to the Grant Funds and replaces all prior understandings and agreements. Any modification or amendment to this Agreement must be made in writing signed by an authorized officer of each Party.

12. Applicable Law: This Agreement will be construed in accordance with the laws of the State of Connecticut. The Grantee's Programs shall at all time be operated in compliance with all federal, state and local laws, statutes, regulations, and ordinances.

13. Severability: The invalidity of one or more of the phrases, sentences, clauses, or Sections contained in this Agreement shall not affect the remaining portions so long as the material purposes of this Agreement can be determined and effectuated. If any portion of this Agreement may be interpreted in two or more ways, one of which would render the portion invalid or inconsistent with the rest of this Agreement, it shall be interpreted in such a way and with such meaning to render such portion valid or consistent.

14. Failure to Enforce. The failure of either Party to enforce any of the provisions of this Agreement shall not be construed as a waiver of such provisions. Further, any express waiver of a breach of any provision hereunder by any Party shall not constitute a waiver of any prior or subsequent breach or of such Party's right to fully enforce thereafter each and every provision of this Agreement.

15. Assignment. This Agreement shall not be assignable by either Party without the express written consent of the other Party which may be withheld by the other Party in its sole discretion.

16. Binding Effect: This Agreement shall be binding upon and inure to the benefit of the Parties and to their respective successors and assigns.

17. Captions. The section, subsection, paragraph and/or other headings of this Agreement are for convenience only and in no way limit or enlarge the scope or meaning of the language hereof. The word "include" or "including" shall not be restrictive and shall be interpreted as if followed by the words "without limitation."

18. Original Agreement: This Agreement, as executed by the duly authorized representatives of the Parties, may be exchanged by transmission by facsimile, portable document format (PDF), Adobe Sign and/or DocuSign, which transmission shall constitute effective delivery of such executed Agreement and may be used in lieu of the original Agreement for any and all purposes.

19. Limitation on Damages: Neither Party shall be liable to the other Party for indirect, incidental or consequential damages in the performance of this Agreement, even if informed of the possibility thereof in advance.

CITY OF NORWALK

By: Harry W. Rilling
Harry W. Rilling
Its Mayor,
Duly Authorized

**POSITIVE DIRECTIONS - THE
CENTER FOR PREVENTION AND
COUNSELING, INC.**

By: Vanessa Wilson
Print: Vanessa Wilson
Its: Executive Director,
Duly Authorized

APPROVED AS TO
AVAILABILITY OF FUNDS:

By: _____


Chitsamay Lam/Karen Vitale
Comptroller/Deputy Comptroller

Date: _____

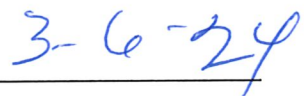
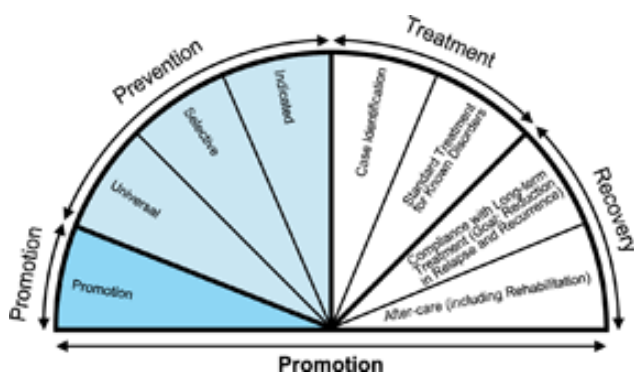


EXHIBIT 1

The Norwalk Partnership: Norwalk's Prevention Coalition

Background: In CT, the designated structure for substance misuse prevention at the community level is the Local Prevention Council (LPC), also known as local prevention coalition. An LPC must consist of 12 required stakeholder groups collaborating to identify local issues and to develop and implement plans to address those issues. (See graph on right.)

According to the behavioral health continuum (see graphic below), prevention work should begin with mental health promotion and then includes universal, selective, and



targeted prevention efforts for different populations, as well as coordination with and referral to treatment and recovery efforts. The work is approached through a public health model requiring seven types of strategies that create community change: gather & provide data; provide education; provide support; address access; address consequences; improve physical design; improve policies and enforcement.

Norwalk: In Norwalk, the LPC is called The Norwalk Partnership (TNP). Positive Directions-The Center for Prevention & Counseling is the nonprofit that currently receives both the LPC and SOR grants from DMHAS on behalf of TNP, totaling just under \$14K per year. In years past the City of Norwalk would contribute between \$16,000- \$18,000, we are looking to reactive this critical commitment at \$20,000 a year.

TNP has done important work in recent years, starting with planning and conducting a youth survey and a community survey which allowed coalition members to identify needs and plan and coordinate a wide variety of responses, including but not limited to:

- new mental health and LGBTQ trainings and resources for staff and students in the schools;
- community events such as the NorWALK for Mental Health walk and wellness fair;
- creation of an active youth coalition that provides peer education and awareness;
- a partnership with Norwalk ACTS to provide a Day of Training for youth-serving providers;
- ARPA grants to support prevention initiatives such as support groups and Teen Nights Out;
- the development of training and resource materials to combat local parent and teen misperceptions about marijuana;
- trainings for target groups such as youth and health teachers;
- legislative forums that have led to improvements in cannabis advertising and labeling laws;

Importantly, all of this work was only made possible as Positive Directions braids funding and continues to advocate for additional funding.