



Program Description

The Department of Health and Human Services (ADHHS) is the agency that oversees the Health Department, Council on Aging, Arlington Youth Counseling Center, and the Veteran’s Services Office. The agency also coordinates the activities of the following boards: Board of Health, Board of Youth Services, Council on Aging, Disability Commission and the Human Rights Commission. Additionally, the agency works with the Food Pantry, Widows Trust Fund Commission, Youth Health and Safety Coalition and the Health and Human Services Charitable Corporation and manages funds from the Community Development Block Grant, Fuel Assistance Fund as well as many state and federal grant funding sources.

The Health Department is required by state and local laws and regulations to perform many critical duties related to the protection of public health. These duties cover a wide range of public health control and prevention activities, including: disease surveillance; the promotion of safe and sanitary conditions in housing, recreational facilities, and food establishments; elimination of nuisances; the protection of the environment; and numerous other federally and state mandated responsibilities.

Budget Statement

The FY14 budget request for the Health Department is an increase of \$17,490 due mostly to increases in personnel fixed costs. The department will continue to receive \$10,000 for emergency planning from the CDC. The department will conduct tobacco control activities and sealer of weights and measures duties through regional partnerships.

FY2014 Objectives

- The Department will work with the GIS Coordinator to create a People Form to develop an electronic food inspections program.
- The Department will work with the GIS Coordinator to create a People Form to conduct all permitting.
- The Department will work with the the Massachusetts Department of Public Health to enroll and track all vaccinations given in the electronic Massachusetts Immunization Information System (MIIS) .
- The Department will continue to work with regional public health partners to train all staff and Medical Reserve Corps volunteers on emergency planning initiatives.
- The Department will lead the effort to apply for a second round of federal funding to maintain the Arlington Youth Health and Safety Coalition to continue prevention of youth substance use in Arlington.
- The Board of Health will adopt new tobacco control regulations.
- The Department will develop a five year plan for facility maintenance and repairs at the Whittemore Robbins House and Cottage.
- The Department will seek out a new facility for the Food Pantry.

STAFFING

Health & Human Services	FY2012 Actual	FY2013 Budget	FY2014 Request	FY2014 Fin Com
Managerial	1	1	1	
Clerical	1	0.8	0.8	
Professional/Technical	1.9	2.5	2.5	
Total	3.95	4.25	4.25	

PROGRAM COSTS

Health & Human Services	FY2012 Actual	FY2013 Budget	FY2014 Request	FY2014 Fin Com
Personnel Services	277,512	295,781	312,771	
Expenses	23,308	24,990	25,490	
Total	300,820	320,771	338,261	-



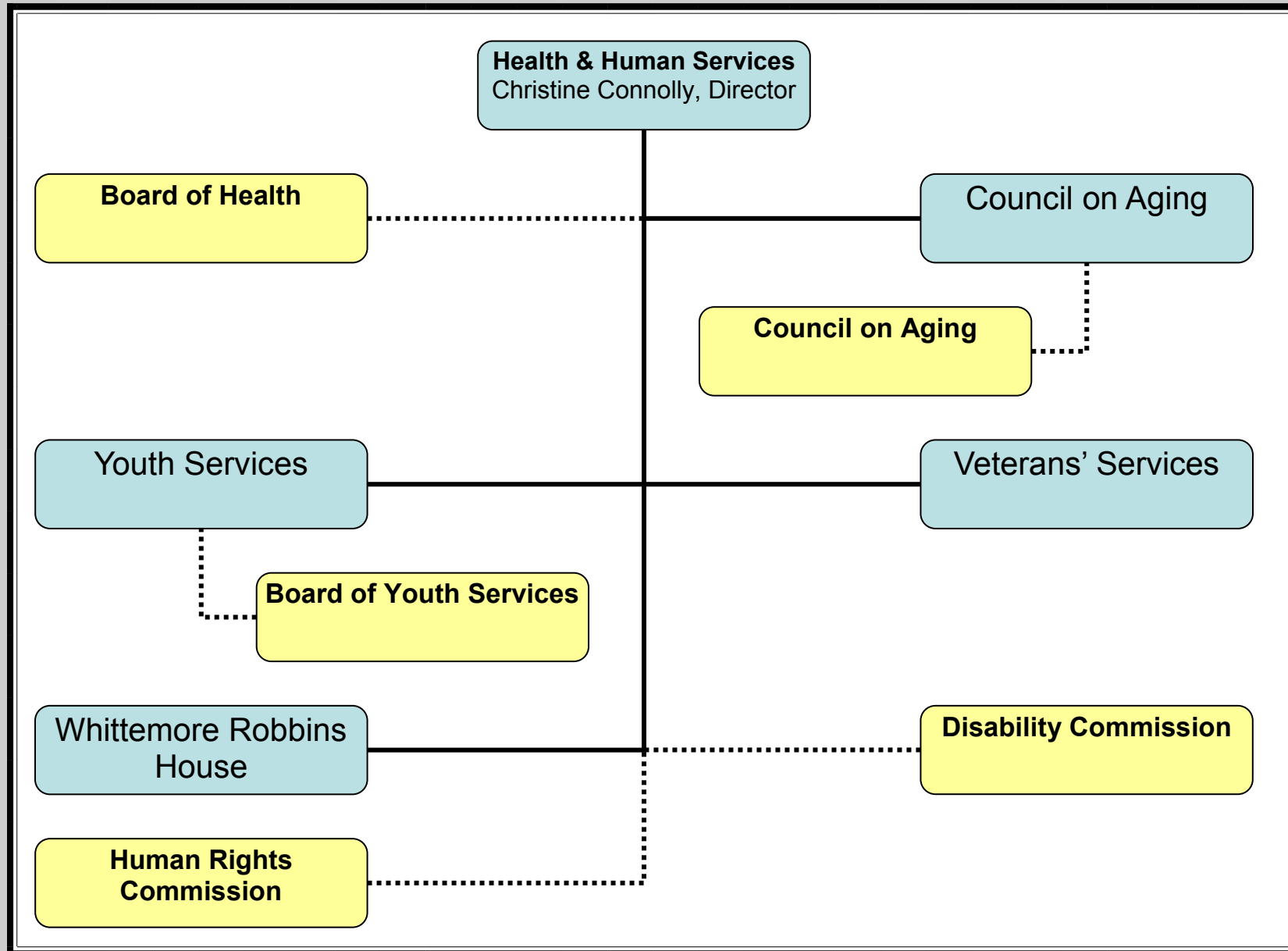
Major Accomplishments for 2012

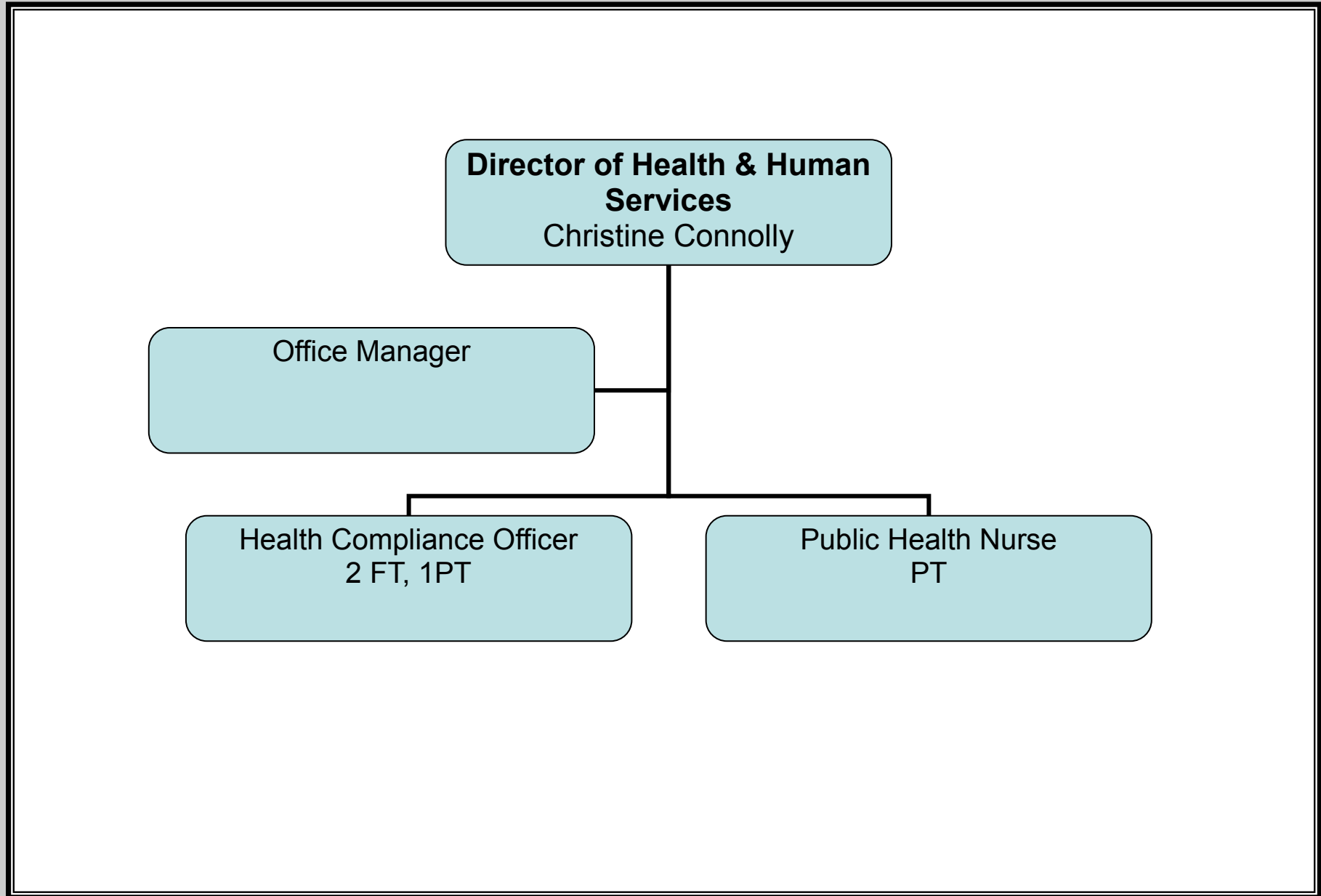
- The Board of Health enacted Biotechnology Regulations and Abrasive Blasting Regulations.
- The Department received a regional grant to conduct tobacco control activities in Arlington which resulted in an increase in tobacco compliance checks and retail store inspections.
- The Department worked with the GIS Coordinator to establish a People Form to conduct all food permitting.
- The Department received a grant from the Executive Office of Public Safety to implement a training program for staff and volunteers on shelter operations in Arlington.
- The Department was recognized by the National League of Cities and the Massachusetts Municipal Association for the Hoarding Response Team model.
- The Department worked with The Learning Channel (TLC) Hoarding: Buried Alive Program to bring a property into compliance with the state sanitary code.
- The Department worked with the Attorney General's Office Abandoned Housing Initiative to begin the process of bringing two abandoned properties into compliance with the state sanitary code.
- The Department worked with the GIS Coordinator to establish a People Form to track all food pantry clients and client visits.

Performance / Workload Indicators				
	FY2011	FY2012	FY2013	FY2014
<i>Health Department</i>	Actual	Actual	Estimated	Estimated
Food Inspections	304	428	450	500
Tobacco Compliance Checks	26	65	100	100
Tanning Establishment Inspections	2	2	1	1
Demolition Inspections	20	12	15	15
Housing Inspections	95	77	85	100
Public Pool Inspections	15	11	15	15
Public Beach Inspections	18	5	8	10
Resident Complaints	285	234	310	325
Communicable Disease Investigation	80	87	90	90
Flu Vaccinations Administered	3000	2800	2054	2000

Performance / Workload Indicators				
	FY2011	FY2012	FY2013	FY2014
<i>Health & Human Services</i>	Actual	Actual	Estimated	Estimated
Food Panty Average Monthly Distribution	360	375	400	425
Assistance Program - Families served	45	90	90	90

Performance / Workload Indicators				
	FY2011	FY2012	FY2013	FY2014
<i>Rentals</i>	Actual	Actual	Estimated	Estimated
Whittemore Robbins House Events	34	46	50	55
Town Hall Auditorium Events	52	87	90	90







Program Description

The Department of Veterans' Services provides aid and assistance to qualifying veterans, their spouses, and their dependents through The Department of Veterans' Services (DVS) for The Commonwealth of Massachusetts. Acting as a liaison with the Department of Veterans' Affairs (VA) in Washington DC, the office helps to answer questions concerning VA benefits, supplies forms for benefits, and assists in completing the forms in order to receive the benefits. The office is involved in the coordination and/or collaboration, attendance, and participation in all ceremonies and parades honoring veterans.

Budget Statement

With the increase in medical expenses and the current economic condition, the low income elderly and disabled veterans will require more aid and assistance. The poor economy and lack of jobs, has resulted in more temporary aid & assistance to younger veterans not able to gain employment upon discharge or losing jobs. Recent veterans are requiring more assistance with VA benefits.

FY2014 Objectives

- Request and receive 75% reimbursement from DVS for all aid and assistance benefits provided to veterans.
- Apply for and receive 75% reimbursement for flags decorating veterans' graves on Memorial Day.
- Coordinate and participate in Patriots' Day Parade, Memorial Day Parade, Veterans' Day Parade, and all other ceremonies honoring veterans.
- Increase awareness of DVS and VA benefits available to veterans and/or their dependents.
- Be available to supply and help complete necessary forms for benefits with both the VA and the DVS, and answers to questions concerning any other veterans issues.
- Work with GIS Coordinator to develop a plan to utilize People GIS in department.
- Improve locating of veteran's graves at Mt. Pleasant Cemetery.
- Update The Veterans' Honor Roll.

PROGRAM COSTS

Veterans' Services	FY2012 Actual	FY2013 Budget	FY2014 Request	FY2014 Fin Com
Personnel Services	59,374	62,164	63,874	
Expenses	264,996	279,339	278,539	
Total	324,370	341,503	342,413	-

STAFFING

Veterans' Services	FY2012 Actual	FY2013 Budget	FY2014 Request	FY2014 Fin Com
Managerial				
Clerical				
Professional/Technical	1	1	1	
Total	1	1	1	



Major Accomplishments for 2012

- Created Memorial Square to honor Corporal Peter V. Carlino - KIA WWII.
- Assisted twenty-nine veterans and eighteen widows in acquiring maximum VA benefit.
- Assisted twelve veterans acquire annuities and/or bonuses.
- Assisted seventeen veterans acquire "Welcome Home" bonus.
- Assisted twenty veterans and/or spouses receive aid and assistance from VA.

Performance / Workload Indicators

	FY2011 Actual	FY2012 Actual	FY2013 Estimated	FY2014 Estimated
Veterans' Services				
Department of Veteran Services Clients (DVS)	50	57	61	65
Department of Veterans' Assistance Clients (VA)	75	80	97	105



Health & Human Services Director
Christine Connolly



Veterans' Agent



Program Description

The Council on Aging, a division of the Department of Health and Human Services, performs as a community based social services organization for the seniors in Arlington; and as such, connects seniors to existing and appropriate services within the community. The agency's primary responsibilities are to provide information and referral, develop health and wellness programs, provide a sense of well-being through social programs, and promote civic engagement.

Based on the 2010 Census there are 9,315 (22%) individuals 60 years and older in Arlington.

FY2014 Objectives

- Strengthen relationships with all municipal departments as it relates to the health and wellness of the seniors in Arlington.
- Expand relationship with Arlington Housing Authority, providing appropriate programs that engage residents and enhance wellness.
- Partner with municipal and private agencies to enhance existing programs.
- Improve agency involvement in the town local emergency planning initiatives.
- Continue to work with the Friends of the Council on Aging to establish ongoing grants for programs.

Budget Statement

The budget for FY2014 is a conservative estimate of level service funding. The agency has been effective utilizing volunteers to staff the reception area as well as program development and program support. There are 137 COA volunteers that support the initiatives of the Council on Aging providing 6,960 hours of direct service; equivalent of 3.8 FTE in personnel. Using minimum wage (\$8) the value of their civic contribution to the Town of Arlington is over \$55,000 per year.

PROGRAM COSTS

	FY2012 Actual	FY2013 Budget	FY2014 Request	FY2014 Fin Com
Council on Aging				
Personnel Services	193,029	188,212	181,935	
Expenses	4,441	4,940	4,940	
Total	197,470	193,152	186,875	-

STAFFING

	FY2012 Actual	FY2013 Budget	FY2014 Request	FY2014 Fin Com
Council on Aging				
Managerial	1	1	1	
Clerical	0.9	0.9	0.9	
Professional/Technical	1.1	1.1	1.1	
Total	3.00	3.00	3.00	



Major Accomplishments for 2012

- After a 4 month vacancy, a new Executive Director was hired.
- In July 2012, secured "My Senior Center", a statistical program used in Councils on Aging to capture statistics in all accountable areas.
- Received \$7,250 from Lahey Hospital Community Wellness Mini Grants for 6 programs.
- Received \$10,000 from the Friends of the Arlington Council on Aging for specific programs that include Health & Wellness, Social, Civic Engagement, and needs for the Low Income Seniors.
- Offered four (4) different support groups and provided 20 health and wellness lectures.
- Provided internships for MSW candidates and Nursing Students.
- Partnered with Minuteman Senior Services and the Human Rights Commission to provide "Gen Silent," a health and wellness program, and recorded a cable program on Elder Abuse and Self Neglect.
- COA Sponsored Health Fair reached over 200 Arlington seniors and their families.

Performance / Workload Indicators

	FY2011 Actual	FY2012 Actual	FY2013 Estimated	FY2014 Estimated
Council on Aging				
Units of Service Delivered				
Annually	127,329	132,422	132,700	132,700
Volunteers	110	125	140	150

