

BRANFORD HUMAN SERVICES BOARD

April 9, 2019

The meeting was called to order at 8:09am.

Present: Peter Cimino, Betty Haas, Jane Novick, Maria Storm, Sarah Lockery

Excused: Ed Mapp, Bill Keane, Elizabeth Sattelberger

- I. **Minutes:** Minutes from March 12, 2019 meeting were read and approved.
- II. **Communications:** BCC received a \$2,500 donation from the Lion's Club of Branford.
- III. **Fees and Statistics:** BCC is currently at approximately 95% of our revenue number for this fiscal year. Caseload size remains consistent around 400 clients.
- IV. **Social Services/Basic Needs Account:** It is anticipated that the balance of the Donation account will continue to decline unless donations increase enough to replace the loss of the Hampton Trust money. There are currently 4 people enrolled in the rental subsidy fund with another 3 pending approval. The goal is to have 15 people enrolled.
- V. **Revisions to Policy Manual:** Sarah will forward information to Peter and Jane regarding what she and Liz, QA/Compliance Director, are recommending as a plan to revise the policy manual.
- VI. **Director's Report:**
  - *Budget* – A 3% increase in the budget for next fiscal year has been approved by the Board of Finance. Awaiting approval from the RTM next. Requested funding for generator was not approved. Request to funding to repair water leak in foundation of building was approved.
  - *Displaced Residents* – BCC is working with the Town to create a policy on how to respond to displaced residents due to health code violations in Branford.
- VII. **Old Business:** No old business was presented.
- VIII. **New Business:** No new business was presented.
- IX. **Any other business that may properly come before the Board:** No other business was presented.

The next meeting of the Branford Human Services Board will take place on Tuesday, May 14<sup>th</sup>, 2019 at 8:00am at Branford Counseling Center, 342 Harbor Street, Branford, CT 06405.

*Minutes submitted by Jennifer Sylvia.*