

BRANFORD HUMAN SERVICES BOARD

April 13, 2021

Board Members –

Present: Bill Keane, Sarah Lockery, Mary Grande, Lexie Klarman, Betty Haas, Elizabeth Sattelberger

Absent: John Mooney

Others Present -

Executive Director: Peter Cimino

Social Services Coordinator: Mike Randi

Executive Supervisor: Jennifer Sylvia

The meeting was called to order at 8:07am.

- I. **Minutes:** Minutes from March 9, 2021 meeting were read and approved.
- II. **Communications:** A March 17, 2021, an unannounced visit was made to BCCS by a representative from the Department of Public Health. On April 8, 2021, a letter detailing the results of that unannounced visit was received. In response, a Plan of Correction was submitted on April 14, 2021.
- III. **Income (donations, fees, etc.):** The revenue goal for next fiscal year (2021-2022) will be increased to \$550,000.
- IV. **Statistics:** For the period of 07/01/2020 – 03/31/2021, the number of active clients in all programs was 578. 58.82% were female, 41% were male. 43.77% were between the ages of 30 and 64, 17.74% over the age of 64, 16.09% between 18 and 29, 15.05% between 13 and 17, and 7.61% between 5 and 12.
- V. **Social Services/Basic Needs Account:** Social Services will begin collecting data in BCCS electronic health record system in order to better facilitate reporting.
- VI. **Public Relations/Fundraising:** No public relations/fundraising matters were discussed.
- VII. **Director's Report:**
  - *Budget* – The budget for FY 2021-2022 is still awaiting final approval.
- VIII. **Old Business:**
  - *Board members* – Mary Perry and Vincent Ragonese are awaiting appointment to the Board. The Board will discuss nominating a Chair and Co-Chair at next month's meeting.
- IX. **New Business:** No old business was presented.
- X. **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 11, at 8:00am via Zoom.

*Minutes submitted by Jennifer Sylvia.*