

BRANFORD HUMAN SERVICES BOARD

October 12, 2021

Board Members –

Present: Sarah Lockery, Betty Haas, Vincent Ragonese, Mary Grande, Mary Perry, Lexie Klarman

Absent: John Mooney, Laura Myjak, Elizabeth Sattelberger

Others Present -

Executive Director: Peter Cimino

Assistant/Clinical Director: Pamela Davies

Social Services Coordinator: Mike Randi

Executive Supervisor: Jennifer Sylvia

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

- I. **Minutes:** Minutes from August 10, 2021 and September 14, 2021 meetings were read and approved.
- II. **Communications:** On September 24, 2021, BCCS received a check in the amount of \$12,000.00 from the Archbishop's Annual Appeal through its Vicariate Outreach Program.
- III. **Income (donations, fees, etc.):** Income, accounts receivable, and billable services for fiscal year 2021-2022 to date were discussed with the Board.
- IV. **Statistics:** Statistics and demographics of current clients as well as caseloads, admissions, discharges, and waitlist were presented to the board.
- V. **Social Services/Basic Needs Account:** Social Services/Basic Needs accounts for fiscal year 2021-2022 to date were discussed with the Board. Moratoriums on evictions and utility shutoffs will be expiring and an increasing in emergency housing needs is predicted.
- VI. **Public Relations/Fundraising:** The gala will be held at the Pine Orchard Club on 09/22/2022. Will honor the Branford Rotary and previous BCCS directors.
- VII. **Director's Report:**
 - *Clinical Director/Assistant Director* – Pamela Davies, who started as the new Clinical/Assistant Director on September 15, was formally introduced to the Board.
 - *Position Vacancies* – Currently interviewing for three vacant full-time clinician positions.
 - *Waitlist* – The waitlist for clinical services is closed until the vacant clinician positions can be filled. Working on developing strategies, new policies and procedures, for reducing waitlist times in the future.
- VIII. **Old Business:** No old business was presented.
- IX. **New Business:** The Board completed their annual review of BCCS policy and procedure manuals, as required by the Department of Public Health.
- X. **Any other business that may properly come before the Board:** No other business was presented.

Minutes submitted by Jennifer Sylvia.

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The next meeting of the Branford Human Services Board will take place on Tuesday, November 9, at 8:00am at Branford Counseling & Community Services, 342 Harbor Street, Branford, CT 06405.