

BRANFORD HUMAN SERVICES BOARD

November 1, 2022 – SPECIAL MEETING

Board Members –

Present: Sarah Lockery, Elizabeth Sattelberger, Vincent Ragonese, Mary Grande, Lexie Klarman, Mary Perry

Absent: John Mooney

Others Present -

Executive Director: Peter Cimino

Assistant/Clinical Director: Pamela Davies

Social Services Coordinator: Mike Randi

Executive Administrative Coordinator: Jennifer Sylvia

The meeting was called to order at 8:03am.

- I. **Communications:** \$7,500 donation received from the Archdiocese of Hartford.
- II. **Income (donations, fees, etc.):** Income, accounts receivable, and billable services for fiscal year 2022-2023 to date were discussed with the Board. Social Services/Basic Needs accounts for fiscal year 2022-2023 to date were discussed as well.
- III. **Clinical Services:** Statistics and demographics of clients as well as caseloads, admissions, and discharges for October 2022 were presented to the Board.
 - *LPC Grant* – Discussed recently awarded Local Prevention Council grant.
 - *Alprazolam medication policy* – A new policy has been put in place which announces that the agency will no longer prescribe alprazolam (Xanax) to any clients effective July 1, 2023.
- IV. **Social Services:** Updates were given on Social Services, Case Management, Police Social Worker, and Youth Services Bureau.
 - Mike and Peter advocated for the the need for low-income housing versus affordable housing in Branford.
 - Case Managers have been addressing issues of hoarding.
 - Police Social Worker has been assisting with an increasing number of domestic violence incidences.
 - Youth Services Bureau’s Juvenile Review Board has been dealing with more difficult cases and dealing with truancy referrals from the schools.
- V. **Public Relations/Fundraising:** BCCS has recently participated in Branford’s Trunk or Treat for Halloween and the Scarecrow on the Green. Will also be taking part in the CDR’s Gingerbread House Competition and will be distributing Caring Cards for Seniors for Thanksgiving. Have also been working on updating the brochure.
- VI. **Director’s Report:**
 - *Connie HIE* – Have begun the process of meeting the Connecticut state mandate for joining the Health Information Exchange by May 3, 2023, per Connecticut State Statute.
 - *Annual P&P Review* – Annual review of the agency’s policy and procedure manual was reviewed and approved by the Board Chair, per Department of Public Health requirements.

Minutes submitted by Jennifer Sylvia.

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The next meeting of the Branford Human Services Board will take place on Tuesday, December 13, 2022 at 8:00am at Branford Counseling & Community Services, 342 Harbor Street, Branford, CT 06405.