

BRANFORD HUMAN SERVICES BOARD

November 9, 2021

Board Members –

Present: Sarah Lockery, Betty Haas, Vincent Ragonese, Mary Grande, Mary Perry, Lexie Klarman, John Mooney, Elizabeth Sattelberger

Absent:

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 8:01am.

- I. **Minutes:** Minutes from October 12, 2021 meetings were read and approved.
- II. **Communications:** Laura Myjak resigned from the Board due to work schedule conflicts.
- III. **Income (donations, fees, etc.):** Income, accounts receivable, and billable services for fiscal year 2021-2022 to date were discussed with the Board. Donations for this fiscal year to date are up 33.5% from last fiscal year's total donation amount.
- 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.
- VI. **Public Relations/Fundraising:** The Board discussed ways in which BCCS can publicize the mission and programming in various formats.
- VII. **Director's Report:**
  - *Intake/Waitlist* – Assistant/Clinical Director, Pamela Davies, has revamped the Intake process for BCCS, essentially eliminating the waitlist and streamlining the process in order to get clients assessed and assigned in a more expeditious manner.
  - *New Hires* – Three new full-time clinicians, all LMSW's, have been hired. Two have already started and the third will start on 11/22.
  - *Treatment Model* – Assistant/Clinical Director, Pamela Davies, has begun implementing a new, short-term treatment model. Will provide additional training to staff.
- VIII. **Old Business:** No old business was presented.
- IX. **New Business:** Board members were asked to submit considerations for a new Board Member to Executive Director, Peter Cimino.
- 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, December 14, at 8:00am at Branford Counseling & Community Services, 342 Harbor Street, Branford, CT 06405.