

BRANFORD HUMAN SERVICES BOARD

December 13, 2022

Board Members –

Present: Sarah Lockery, Vincent Ragonese, Mary Grande, Lexie Klarman, John Mooney, Mary Perry

Absent: Elizabeth Sattelberger,

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 8:07am.

- I. **Minutes:** Minutes from November 1, 2022 meetings were read and approved.
- II. **Communications:** \$10,000 donation received from the Homemakers Thrift Shop. An additional \$10,000 donation received from the Ben Callahan Foundation from their Elf Party.
- III. **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.
- IV. **Clinical Services:** Statistics and demographics of clients as well as caseloads, admissions, and discharges for November 2022.
 - BCCS received their 2022 HIPAA Seal of Compliance from Compliancy Group.
- V. **Social Services:** Updates were given on Social Services, Case Management, Police Social Worker, and Youth Services Bureau.
 - Continue to see an increasing need for emergency housing, rental assistance, and heating assistance.
- VI. **Public Relations/Fundraising:** Next meeting scheduled for today.
 - Participated in the CDR's Gingerbread House Competition.
 - Caring Cards for Seniors was a huge success. Planning to do it again for Valentine's Day.
 - New brochure has been finalized and is being printed.
- VII. **Director's Report:**
 - *YSB* – Youth Service Bureau Program is going well, which includes the Juvenile Review Board.
 - *Board Bylaws* – Board had requested to review the current Board bylaws.
- VIII. **Old Business:** No old business was presented.
- IX. **New Business:**

Minutes submitted by Jennifer Sylvia.

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- *Board Bylaws* – Board had requested to review the current Board bylaws. Voted to establish annual goals by June 2023 for fiscal year 2023-2024. Will also review the current job description for the Executive Director and discuss at next meeting.

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, January 10, 2023 at 8:00am at Branford Counseling & Community Services, 342 Harbor Street, Branford, CT 06405.