

BRANFORD HUMAN SERVICES BOARD

December 14, 2021

Board Members –

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

Absent: John Mooney, Mary Perry

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 8:05am.

- I. **Minutes:** Minutes from November 9, 2021 meetings were read and approved.
- II. **Communications:** Received \$2,000 donation from Carole B. Brown.
- III. **Income (donations, fees, etc.):** Income, accounts receivable, and billable services for fiscal year 2021-2022 to date were discussed with the Board. Board suggested BCCS look in to getting the ability to accept donations and payments online (e.g., PayPal, etc.).
- IV. **Clinical Services:** Statistics and demographics of current clients as well as caseloads, admissions, and discharges were presented to the Board.
 - *Referrals* – Working with Branford schools on referrals for children.
 - *Child Team Lead* – Renee Norkawich, LMFT, has been promoted to Child Team Lead and will assist with supervision of child cases and case consultations.
- 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 next gala meeting is scheduled for January 6th.
- VII. **Director's Report:**
 - *DPH Inspection* – Unannounced DPH license renewal inspection took place on Tuesday, 12/07. Passed inspection and licensed renewed for four (4) years.
 - *New Hires* – Fully staffed for full-time clinicians as of 11/22/2021.
- VIII. **Old Business:** No old business was presented.
- IX. **New Business:** No new 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, January 11, at 8:00am at Branford Counseling & Community Services, 342 Harbor Street, Branford, CT 06405.

Minutes submitted by Jennifer Sylvia.