

BRANFORD HUMAN SERVICES BOARD

April 11, 2017

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The meeting was called to order at 8:04am.

Present: Peter Cimino, Maria Storm, Kevin Halloran, Deana O'Connell, Tom Mahoney, Bill Keane, Ed Mapp

Excused: Margo Merin, Betty Haas, Jane Novick

- I. **Minutes:** Minutes from February 14, 2017 meeting were read and approved.
- II. **Communications:** Letters from the First Selectman were received notifying the Board of the reappointment of Bill Keane and Tom Mahoney for another term.
- III. **Fees and Statistics:** \$24,939.44 in co-pays have been collected to date this fiscal year.
- IV. **Social Services/Basic Needs Account:** The Basic Needs account (previously named the Homeless account) currently has a balance of \$67,059.08 and the reserve from previous fiscal years has had to be tapped in to. To date this fiscal year, \$26,477.22 has been spent on emergency housing, \$12,014.15 on rent, \$13,157.40 on utilities, and the remainder on food and other miscellaneous expenses. The Donation account has a balance of \$68,657.54. Expenditures this fiscal year to date equal \$80,819.97, donations equal \$54,555.38, and reimbursements equal \$39,669.08.
- V. **Director's Report:**
 - *Relocation Program* – Peter will work with the Town and the Town Attorney in regards to the process for recouping money from landlords for having to relocate tenants due to foreclosure, fire, building code violations, etc.
 - *Budget* – Proposed budget was approved for next fiscal year. Will be moving one psychiatrist from donation account in to special revenue fund. Technology requisition is being moved back to I.T.'s budget. Program Expenses moved from the special revenue fund in to the donation account. Budget for Basic Needs has been increased by \$5,000. Cost of malpractice insurance has been moved from H.R. to BCC's budget.
 - *Centralized Scheduling* – BCC will be moving towards a centralized scheduling format for clinician's appointments beginning on Monday, April 24. This will hopefully lead to an increase in the number of kept appointments and billable hours.
- VI. **Old Business:**
 - *OPEN Presents John Morello* – The speaker that was hired by OPEN (Opiate Prescription Drug Education Network) as a part of the AT&T grant was a great success.
- VII. **New Business:** No new business was presented.
- VIII. **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, May 9, 2017 at 8:00am at Branford Counseling Center, 342 Harbor Street, Branford, CT 06405.

Minutes submitted by Jennifer Sylvia.