

BRANFORD HUMAN SERVICES BOARD

June 12, 2018

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The meeting was called to order at 8:00am.

Present: Peter Cimino, Maria Storm, Jane Novick, Sarah Lockery, Ed Mapp, Betty Haas, Bill Keane, Elizabeth Sattelberger

Excused: Kevin Halloran, Tom Mahoney

- I. **Minutes:** Minutes from May 8, 2018 meeting were corrected to reflect that Betty Haas and Kevin Halloran were present.
- II. **Communications:** A check in the amount of \$3,000 was received from the Mary Davis Fund through the Raymond James Trust. Ms. Davis was a client of Maria Storm.
- III. **Fees and Statistics:** Co-pays are up \$352.77 from this time last fiscal year.
- IV. **Social Services/Basic Needs Account:** The balance of the Donation account as of June 11, 2018 is \$101,242.05 and the balance of the Basic Needs account is \$95,525.20.
- V. **Revisions to Policy Manual:** "Revisions to Policy Manual" has been added to the agenda for future Board meetings.
- VI. **Director's Report:**
 - *Productivity*— Peter reports that clinical staff continue to make progress towards the goal of 22 direct service hours per week.
 - *Business Plan* – Senior management as well as a Board member will be meeting with consultant to begin working on a strategic plan.
- VII. **Old Business:** No old business was presented.
- VIII. **New Business:**
 - *New Chair* – Maria proposed that a new Chair be appointed, as she will be spending more time out of state. With Board approval, Jane Novick will become the new Chair effective immediately.
- IX. **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, July 10, 2018 at 8:00am at Branford Counseling Center, 342 Harbor Street, Branford, CT 06405.

Minutes submitted by Jennifer Sylvia.