

BRANFORD HUMAN SERVICES BOARD
September 12, 2017

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The meeting was called to order at 8:08am.

2017 SEP 22 A 9:21

Present: Peter Cimino, Maria Storm, Deana O'Connell, Bill Keane, Margo Merino, Jane Novick,
Betty Haas

TOWN CLERK'S OFFICE
BRANFORD, CONNECTICUT

Excused: Ed Mapp, Kevin Halloran, Tom Mahoney

- I. Minutes:** Minutes from July 11, 2017 meeting were read and approved.
- II. Communications:** No communications of significance received since last meeting.
- III. Fees and Statistics:** Co-pays collected are down 32% as compared to this time last year.
- IV. Social Services/Basic Needs Account:** The Basic Needs account has expended \$11,023.38 to date this fiscal year. \$1,130 was spent on food, \$728.89 on emergency housing, \$3,900 on rent, \$175 on bus passes, and \$1,199.98 on miscellaneous expenditures. The Donation account has expended \$27,249.86, with one of the biggest expenses being emergency housing at \$5,000.
- V. Director's Report:**
 - *Change to Waiting Room/Reception* – A sliding glass window was installed in the main office and the receptionist was moved from the front desk in the waiting room in to the main office. This is to help ensure HIPAA compliance, confidentiality, safety, security, and to improve efficiency.
 - *DPH Inspection* – The DPH inspection took place on August 31st. BCC passed and the license was renewed for another 4 years.
 - *Presentations* – BCC was asked to do two presentations for the Army Reserves in Branford on suicide prevention.
 - *Secret Santa Program* - The Secret Santa Program will operate out of the First Congregational Church this year, which has donated space for the program to use.
- VI. Old Business:**
 - *Fundraising* – Fundraising efforts will be put on hold until Peter meets more with the consultant around rebranding.
- VII. New Business:**
 - *Meet and Greet* – The Board requested that senior management staff as well as a clinician attend a future meeting so the newer members of the Board can meet and speak with them. Board members also proposed attending a staff meeting so they could meet staff.
- 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, October 10, 2017 at 8:00am at Branford Counseling Center, 342 Harbor Street, Branford, CT 06405.

Minutes submitted by Jennifer Sylvia.