

BRANFORD HUMAN SERVICES BOARD

April 10, 2018

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

Present: Peter Cimino, Jane Novick, Elizabeth Sattelberger, Sarah Lockery

Excused: Ed Mapp, Tom Mahoney, Maria Storm, Betty Haas, Bill Keane, Betty Haas

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- I. **Minutes:** Minutes from March 20, 2018 meeting were read and approved.
- II. **Communications:** No communications of significance received since last meeting.
- III. **Fees and Statistics:** Co-pays are down approximately \$900.00 from this time last fiscal year.
- IV. **Social Services/Basic Needs Account:** The balance of the Donation account as of April 9, 2018 is \$91,051.88 and the balance of the Basic Needs account is \$99,243.80. Basic needs and emergency housing costs are at a level not previously seen.
- V. **Director's Report:**
  - *Youth Service Bureau (YSB)* – The Youth Service Bureau is beginning to take a closer look at truancy issues in the community.
- VI. **Old Business:**
  - *Budget* – Budget has been presented to the Board of Finance and the RTM Administrative Services Committee.
  - *Rebranding* – Peter is continuing to work with a graphic designer to help with rebranding. Fundraising to be put on hold until rebranding is completed. Hopes to begin developing a new website soon.
- VII. **New Business:**
  - *Policies and Procedures* – It was suggested by the Board that the Policies and Procedures Manual for BCC be updated to include clearer definitions and expectations for productivity.
- 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 8, 2018 at 8:00am at Branford Counseling Center, 342 Harbor Street, Branford, CT 06405.

*Minutes submitted by Jennifer Sylvia.*