

BRANFORD HUMAN SERVICES BOARD

December 12, 2017

The meeting was called to order at 8:05am.

Present: Peter Cimino, Ed Mapp, Betty Haas, Bill Keane, Jane Novick, Tom Mahoney

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Excused: Maria Storm, Kevin Halloran

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I. **Minutes:** Minutes from November 14, 2017 meeting were read and approved.

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II. **Communications:** A letter of resignation from the Board was submitted by Deanna O'Connell effective at the end of her term in December 2017.

III. **Fees and Statistics:** Co-pays are down less than 5% from this time last fiscal year. 346 clients were seen during the month of November 2017. 46.82% of clients seen were between the ages of 30 and 64; 61.85% were female; and 76.30% were white.

IV. **Social Services/Basic Needs Account:** The balance of the Donation account as of December 11, 2017 is \$68,217.43. The balance of the Basic Needs account as of 12/08/2017 is \$104,635.28.

V. **Director's Report:**

- *Board Appointment Recommendations* – Peter asked that the Board begin thinking about two recommendations for appointments to the Board to replace the two recent resignations. These will be submitted to the First Selectman for consideration.
- *Social Service and Case Management* – Social Service and case management needs in the community that come to BCC have continued to increase, such as hoarding issues, emergency and permanent housing, etc. Peter, Mike Randi, and Jeff Kikosicki have been handling them, but there is a need for a dedicated Community Case Manager. Will be hiring a part-time, per diem case manager in mid-January.
- *Secret Santa Program* – BCC's annual Secret Santa Program is well under way. Working out of space that was donated by the First Congregational Church.

VI. **Old Business:**

- *Rebranding* – Peter is continuing to work with a graphic designer to help with rebranding.
- *Client Holiday Dinner* – Scheduled for Thursday, December 14, 2017 at the First Congregational Church.

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, January 9, 2018 at 8:00am at Branford Counseling Center, 342 Harbor Street, Branford, CT 06405.

*Minutes submitted by Jennifer Sylvia.*