

Town of East Haven, CT
East Haven Counseling & Community Services Commission
SPECIAL MEETING MINUTES– 7:00 p.m.
June 6, 2017 @ 7 p.m.
595 Thompson Avenue, East Haven, CT 06512

The East Haven Counseling & Community Services held a Special Meeting on Tuesday, June 6, 2017 at 7:00 P.M - 595 Thompson Avenue, East Haven, CT 06512.

Matt Abbott called the meeting to order at 7:00 p.m.

1. Roll Call

Chairman Matt Abbott, Arlene Hackbarth, Samantha Batson, were present. Sandra Enders and Nicole Serio-Merritt– Absent. Also in attendance was Ms. Beth Trotta, LCSW, BH Care Director.

2. To consider and approve minutes from February 28, 2017 meeting.

Samantha Batson made a motion to approve the minutes, Arlene Hackbarth seconded.

3. Ms. Beth Trotta, Program Manager to update commission on current clinic situation.

(Handouts given to commission)

Data for the month of April and May 2017, Ms. Beth Trotta stated that they had 45 calls requesting service. Of that, 16 were referred out or not eligible/not appropriate or no response 8 did not show for orientation/intake. For admissions we had 5 for DMHAS(these were clients already enrolled in clinic and converted to DMHAS) and 6 discharges (from DMHAS only - not from caseload) and 14 for Non-DMHAS admissions and 11 discharges.

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The current active caseload as of April and May was 185.
This includes Non-DMHAS of 105 and DMHAS 80. We accumulated 7 hours of in-kind services for April and May for the Dept. of Education.

Beth Trotta states that the budget was approved so we are able to start the year with the new budget. We were cut \$10,000 dollars. I believe that we will be able to make up for that throughout the year. We are getting ready to have our re-license from the Dept. of Public Health; I will be working on that before my medical leave. The policy and procedure manual is now complete and ready to be signed by the board. We are up to date with all policies in the book. There are very few changes to the policy and procedures manual. Changes were things like intake forms as they are manual now. Beth states that they had their strategic planning day, held at the beach house. The day was spent looking at the agency, physical plan, and projects. One project was getting the rugs cleaned which have been done. Next Wed. we are going to have a clean-up day doing things you would not normally have time to do. Another thing we are working on is that there are big pockets of people we are not being able to serve and why. We are finding that more people work that want to come for services – so we are looking at hours and how we can meet the needs of people after 5p.m. The other project we are working on is in the past we have been down clinicians – no referrals, we are exploring other ways such as stopping referrals and circle the wagon and discussion has been had on alternative ways to keep the doors open. Matt Abbott states that it still strikes him on how people do not even know that this place is here and for the services it offers. Matt suggests reaching out to the senior center such as having a group there discussing suicide prevention such as getting rid of old medications. Maybe a staff member can take on a presentation. Beth states that we have already started working on a new resources project, such as writing letters to pediatric offices telling them who they are and what services are offered, etc.

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4. Commission Comments.

None

5. Public Comment.

None

6. Discuss and approve any other matters that may come before the commission.

None

7. Adjournment.

Samantha Batson made a motion to adjourn at 7:32 p.m. Arlene Hackbarth seconded. All in Favor. Motion Carried

EHCC COMMISSION MEETINGS ARE USUALLY ON THE 4th TUESDAY OF THE MONTH. NEXT MEETING IS SCHEDULED FOR: September 26, 2017

Temple Smith
East Haven Counseling & Community Services Commission Clerk