

Town of East Haven, CT
East Haven Counseling and Community Services Commission
Minutes

East Haven Counseling & Community Services Commission was held on November 10, 2008 at 595 Thompson Avenue.

The regular meeting of the

The meeting was called to order at 7:05 p.m. by Vice Chairwoman Julia Coppola.

Present: Commissioners Kenneth Sittnick, Cynthia Rojas, Julia Coppola; and Larry Doyle

Absent: Commissioners Eileen DeMayo, Carol Reznik

Item #1 - Approval of Minutes

A MOTION was made by J. Coppola to approve the minutes of the October 6, 2008 meeting as received; seconded by K. Sittnick. Motion carried unanimously.

Item # 2 - Update on Youth Services Commission

Mr. Doyle reported that the Youth Services Commission held its first meeting on October 8, 2008 and will meet on a monthly basis.. The Commission is comprised of nine individuals including both youth and adults. The meeting went well with Commissioners discussing a variety of topics. One future topic for discussion may be finding a new location for the Teen Center.

The Commissioners asked for a list of the members of the Youth Services Commission.

Item #3 - Discussion of Personnel Matters

Mr. Doyle announced that a new psychiatrist has been hired and he is in the process of becoming a provider with the various insurance carriers. The new clinician hired in August has been meeting with her supervisor to obtain the necessary hours for licensure and is hoping to take the test in 4-6 months.

Item #4 - Discussion of Upcoming Department of Mental Health & Addiction Services Site Inspection

Mr. Doyle announced that the Department of Mental Health & Addiction Services (DMHAS) will be making a site visit on December 11, 2008 to review agency policies and procedures in relation to their mandates..

Commissioners requested a copy of the DMHAS " Client Satisfaction Survey" for target clients that the agency is required to conduct on an annual basis.

Item #5 -Professional Liability Insurance and Town Council Approval for Agency Contracts

The agency has submitted its contract for professional liability insurance . Because of the submission deadline a special meeting of the Town Council was called to authorize the Mayor to sign-off on the contract. Lateness for submission was due to the insurance company twice sending us the wrong forms. Future agreements will be submitted to the Town Attorney for her review. The agency is in the process of compiling a list of contractors for her file.

Item #6 - Meeting Schedule for the Commission for 2009

The Commissioners discussed and approved changing their meeting day to the second Tuesday of the month for 2009 with no meetings in July and August. The clerk will check with absent members to assess their availability to this change. If this time is not convenient for them then the matter will be discussed further at the December meeting.

Other Discussion

The agency's security system is still not operating correctly. Associated Security will be coming this week to hopefully resolve the problem.

The client Holiday Party is scheduled for December 16.2006..

Adjournment

A MOTION was made by J. Coppola to adjourn the meeting at 7:45 p.m.; seconded by K. Sitnick. Motion passed unanimously.

Respectfully submitted,

Arlene Hackbarth