

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

The regular meeting of the East Haven Counseling & Community Services Commission was held on December 8, 2008, at 595 Thompson Avenue.

The meeting was called to order at 7:00 p.m. by Chairwoman Eileen DeMayo.

Present: Commissioners Kenneth Sittnick, Julia Coppola, Carol Reznik, Eileen DeMayo ; and Director Larry Doyle

Absent: Commissioner Cynthia Rojas

Item #1 - Approval of Minutes

A MOTION was made by K. Sittnick to approve the minutes of the November 11, 2008 meeting as received; seconded by J. Coppola. Motion carried unanimously.

Item #2 - Update on Youth Services Commission

The Youth Services Commission meets the second Wednesday of the month. They have invited the Mayor to their next meeting. Mr. Petrucelli asked Commission members to E-mail him with questions they have for the Mayor. One topic for discussion will be a new location for the Teen Center. The Center has enough funding to carry it through to the end of the fiscal year.

Item #3 - Discussion of Personnel Matters

Mr. Doyle reported that the new psychiatrist is working out very well. He is here two days per week, but currently is only able to work one evening hour per week.

Mr. Doyle is discussing changes to the job descriptions for clinical staff. He would like to create titles of Behavioral Health Clinician I and II. This would afford clinicians the opportunity for advancement after five years if they meet the necessary criteria. The Youth Services Bureau Coordinator and the Clinical Coordinator will also be requesting upgrades.

Item #4 - Budgetary Requirement Imposed by the Town

The administration has asked town departments to limit their spending for the remainder of the fiscal year in preparation for anticipated cuts in state funding.

Item #5 - Discussion of Holiday Party for Consumers

The Holiday Party for clients will be held on December 16th at the Community Center. The vendor previously utilized for food preparation increased their costs substantially. Thus Mr. Doyle is utilizing the food program at the East Haven High School to prepare the food this year. The agency is expecting approximately 45-50 individuals to attend the dinner. Each individual will also receive a small gift.

Other Discussion

Mr. Doyle announced that the Department of Mental Health and Addiction Services (DMHAS) had scheduled a site visit on December 18th, but has cancelled because of staffing and will reschedule after the new year.

The Commission adjourned its meeting at 7:30 p.m.

The next scheduled meeting of the Commission will be Tuesday, January 13, 2009.

Respectfully submitted,

Arlene Hackbarth