

Town of East Haven, CT
East Haven Counseling & Community Services Commission
REGULAR MEETING MINUTES – 7:00 p.m.
May 26, 2020 @ 7 p.m.
595 Thompson Avenue, East Haven, CT 06512
Via ZOOM

The East Haven Counseling & Community Services held a Meeting on Tuesday, May 26, 2020 at 7:03 p.m. – via ZOOM, public log in information was provided on the agenda.

1. Roll Call

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

2. To consider and approve minutes from April 28, 2020 meeting.

Amy Derbacher makes a motion to approve the minutes. Samantha Batson seconds the motion. All in Favor. Motion Carried.

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

(Handouts given to commission)

Data for the month of April 2020. Ms. Beth Trotta stated that they had 11 calls requesting service. Of that 11 were referred out or not eligible/not appropriate or no response. 0 did not show for orientation/intake. For admissions we had 0, and 5 discharge. We have 80 for DMHAS admissions and 70 for Non-DMHAS. The current active caseload is at 150. We accumulated hours of in-kind services for the Dept. of Education of 4. We had accumulated 153.25 billable hours. Productivity is at 44% No Show Rate 10.4%, and number of Clients service hours (appointments made and kept) 284. Revenue this period \$11,578 /FY 2020 to date \$174,302.71

Town of East Haven, CT
East Haven Counseling & Community Services Commission
REGULAR MEETING MINUTES – 7:00 p.m.
May 26, 2020 @ 7 p.m.
595 Thompson Avenue, East Haven, CT 06512
Via ZOOM

Beth Trotta states that they are still keeping track of the calls and the tele-health calls are being well received. Beth guesses that it will be a long time before a lot of clients choose to come back in for a face to face meeting as their anxiety is really bad regarding COVID and they are more comfortable with phone calls or video calls. We do have a plan for those clients that will be coming into the office such as wearing a mask, sanitizing hands, keeping spacious distance etc. We are still at 2 clinicians. Beth states that we are continuing to look for an LCSW position so we can get back to our total of 3 clinicians. Good news is it looks like Medicare/Medicaid will be approving telephone (audio) billing. My staff is now back to work in the office and we are taking the same precautions as well. Joe Deko of the Town Council has offered to look into any updated laptops that we may need to continue telehealth appointments as our clinicians are using their personal ones right now. Beth states she would like to wait until the commission meets in person to sign the policy and procedures manual so the commission has a chance to look at it prior.

4. Commission Comments.

The commission requests to have another ZOOM meeting for the June meeting. We will see where we are at for the next meeting in September.

5. Public Comment.

None

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

None

7. Adjournment

Samantha made a motion to adjourn at 7:31 p.m. Arlene seconded the motion. All in Favor. Motion Carried.

Respectfully Submitted,

Temple Smith

East Haven Counseling & Community Services Commission Clerk