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## Stafford Family Services

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**Judy K. Gardner, LMFT** Executive Director

### MINUTES – STAFFORD FAMILY SERVICES ADVISORY BOARD MEETING SEPTEMBER 6, 2018

MEMBERS IN ATTENDANCE: Cheryl Vail, Carol Davis, Charlotte Hansen, Deborah Winicki

MEMBERS ABSENT: Jennie Arpin, Lt. Duncan, Paul Muska, Connor Slater (student), Olivia Pease (student), Malachi Campbell (student), Mary Mitta – First Selectman (ex-officio)

STAFF: Judy Gardner, Brenda Henderson

I. The meeting was called to order at 5:05 p.m.

II. The Minutes of the March 1, 2018 meeting were reviewed and approved (Cheryl Vail motion, Carol Davis second).

III. Brenda Henderson presented the final program and budget figures for the 2017-18 fiscal year. A total of 246 new cases were opened during the year. There is currently an active caseload of approximately 120 cases. From the fiscal side SFS did not spend \$17,000 of the allocated money from the Town of Stafford. We returned \$241,454 in insurance payments (Medicaid, private insurance, client co-pays) meaning that the Town only incurred a cost of \$19,000 to operate Stafford Family Services for the entire year. We also spent the grant funds from the State Department of Education (\$23,496) and the State Department of Mental Health and Addiction Services (\$76,028). For the current program year 39 new cases have been opened and we have received insurance payments of \$27,182 for the months of July and August. Judy Gardner reported that we have received a 3 year contract from DMHAS for \$76,802 for each of the next three years and the SDE funds are expected to remain the same for the coming year.

IV. Ms. Gardner reported on one client grievance that was resolved. Deborah Winicki asked if there have been similar grievances in the past and Ms. Henderson replied not to her knowledge.

V. Ms. Gardner handed out some information from the newly formed Stafford Coalition Against Drug Abuse (SCADA), including the CT Accidental Drug-Related Deaths Data sheet for 2017. Ms. Henderson discussed the brochure that has been developed identifying all the available resources to families and individuals in need of assistance. The Rotary Club has donated \$2,600 to help provide transportation to individuals seeking treatment who don't have rides and need to get to the bed while it is available. The grant

can also be used to bring people home once they have successfully completed treatment.

VI. The Annual Quality Assurance Plan for 2017-18 was reviewed with a report on the indicators. The Plan for 2018-19 was approved (Carol Davis motion, Cheryl Vail second).

VII. The Department of Public Health has approved the request by our APRN to provide injectable medications as needed. This will most likely be located in the Conference Room so the Public won't have access to the sharps container. Ms. Gardner also handed out information about Adverse Childhood Experiences (ACES) that was discussed at the last Board meeting.

There being no further business the meeting adjourned at 5:50 p.m. (Carol Davis motion, Cheryl Vail second).

These Minutes Respectfully Submitted,

  
Judy Gardner