

**Town of East Haven, CT**  
**East Haven Counseling & Community Services Commission**  
**REGULAR MEETING MINUTES – 7:00 p.m.**  
**April 27, 2021 @ 7 p.m.**  
**Via ZOOM**

The East Haven Counseling & Community Services held a Meeting on Tuesday, April 27 at 7:00 p.m. via ZOOM.

**Roll Call**

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

**1. To consider and approve minutes from March 22, 2021 meeting.**

Nicole Serio-Merritt makes a motion to accept the minutes from March. Samantha Batson seconds the motion. All in Favor. Motion Carried.

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

**(Handouts given to commission)**

Beth Trotta states that the clinic is closing/transferring to BH Care and last day to see clients is April 9, 2021 ( the last day to bill). If there is a clinical necessity we can see people up to April 30<sup>th</sup> . There will be something on the town's website that says counseling services will

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Data for the month of March 2021. Ms. Beth Trotta stated that they are referring all calls to BH Care for services. Of that 5 were referred out or not eligible/not appropriate or no response. 0 did not return paperwork. 0 did not show for orientation/intake. For admissions we had 0 Admission and 2 discharge. We have 83 for DMHAS admissions and 64 for Non-DMHAS. The current active caseload is at 147. We accumulated in-kind services of 3 hours. We had accumulated 177 billable hours. Productivity is at 574% No Show Rate 11.7%, Revenue this period \$18,527.35 –DMHAS \$0/FY 2021 to date \$195,574.41 .

The clinic will still be seeing clients in April. They are giving everyone a choice of using either BH Care or an alternative service. Of that 54 people opted for no therapy or found alternative services. A letter was sent providing options with openings. Or the staff; 2 are going to the senior center starting May 3<sup>rd</sup>. Kelly in our finance department will stay until the 3<sup>rd</sup> week of May and Beth will be there until the 3<sup>rd</sup> week of May as well. BH Care will come and take all the files after that. The fire marshal will have some office space in this building.

Councilwoman Samantha Parlato thanks Beth for all her services to The East Haven Counseling Center. The Board also acknowledges Beth for her service to East Haven. Beth Trotta will be clinician with BH Care moving forward.

**4. Commission Comments.**

None

**5. Public Comment.**

None

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

None

**7. Adjournment**

Nicole Serio-Merritt made a motion to adjourn at 7:29 pm . Arlene Hackbarth seconded the motion.

Respectfully Submitted,

Temple Smith  
East Haven Counseling & Community Services Commission Clerk