

The Southbury Training School Board of Trustees met in the Moser Library at Southbury Training School, Southbury, Connecticut, on Monday, June 22, 2009.

Present: Ann Dougherty, Chair  
Eileen Lemay, Vice-Chair  
Philip K. Bondy, M.D., Secretary  
Mark A. R. Cooper  
Louis Richards  
Marc J. Taylor, M.D.  
Ted Walen

Eugene Harvey, Director, STS

Guests: Larry Doran, Chair of STS Risk Management Core Committee  
Sally Bondy

Ms. Dougherty called the meeting of the Southbury Training School Board of Trustees to order at 1:05 p.m.

### **MINUTES**

The May 18, 2009 minutes were approved by all trustees via e-mail on May 28, 2009.

### **GUEST SPEAKER**

Ms. Dougherty introduced Larry Doran, Chair of the Risk Management Core Committee at Southbury Training School. The concept of a Risk Management Review originated in 1998 and was based on the need for a more consistent approach in reporting and reviewing client accidents and injuries.

Mr. Doran explained the documentation involved (DDS 255's and a Client-to-Client Reporting Form) and the different levels of review in the process:

- Home Level—Weekly review by core team members of any incidents or injuries that occurred during the previous week. Also reviewed are incidents that may not have required a 255, including falls, environmental issues, and adaptive equipment issues.
- Unit Level—Unit Directors conduct monthly Risk Management Meetings. This meeting is held to determine trends, identify corrective action, and ensure corrective action has occurred.
- Risk Management Core Committee Level—Reviews the Risk Management Unit Monthly Summary packets submitted.

Mr. Doran distributed a detailed overview of the Risk Management process to the Board for further review. Discussion followed, after which the Board thanked Mr. Doran for his presentation.

**COUNCIL ON DEVELOPMENTAL SERVICES**

Mr. Walen stated that the main focus of the June 11 Council meeting was on the retirement incentive program, the budget yet to be determined for FY '10-'11, and the reduction of case management positions. (The minutes for this meeting can be obtained by going to the DDS website, clicking on the Boards & Councils link, and then on the Council for Development Services.)

**DIRECTOR'S REPORT**

Mr. Harvey presented the following:

Retirement Incentive Program: Over 160 West Region employees will be retiring under this program. Eighty-two are from STS, and of the 82, 39 are direct care. Approximately 3500 employees statewide are retiring.

Budget. There is no budget yet for the fiscal year beginning July 1. Each department has been asked to submit a plan as to how it will be dealing with employees who are leaving, with the understanding that refills will be minimal.

Summer Workers. Thirty-five summer workers have been hired. These positions are in addition to pool and camp summer workers.

**OLD BUSINESS**

Dr. Taylor distributed copies of Senate Bill No. 1082, Special Act No. 09-8, "An Act Concerning the Preservation of State-Owned Agricultural Land," to the board for review. This bill was passed unanimously by both the Senate and the House. Dr. Taylor is not sure of how the current budgetary problems may affect the Farmland Preservation Advisory Board's ability to conduct the review, as noted in the bill, by the due date of January 15, 2010.

**NEW BUSINESS**

The September guest speaker will be determined over the summer.

The trustees presented Kathie Logan with a plaque and flowers in appreciation and recognition of her many years of service as Recording Secretary for the Board. Ms. Logan is retiring July 1 and will be missed by all.

The next meeting of the STS Board of Trustees will be **Monday, September 28, 2009, at 1:00 p.m. in Moser Library.**

There being no further business, Dr. Bondy moved the meeting adjourn at 1:55 p.m. Dr. Taylor seconded. All in favor.

Respectfully submitted,

Kathleen P. Logan  
Recording Secretary

Philip K. Bondy, M.D.  
Secretary

Approved by the STS Board of Trustees  
June 25, 2009