

**The Southbury Training School Board of Trustees met in Eugene Harvey's Conference Room at Southbury Training School, Southbury, Connecticut, on Monday, October 22, 2012.**

Present: Louis Richards  
Ann Dougherty  
Eugene Harvey, Director, STS

Excused: Eileen Lemay, Chair  
Mark Cooper, Secretary  
Ted Walen, Vice-Chair

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

**COUNCIL ON DEVELOPMENTAL SERVICES**

Lou Richards reported the meeting was held on October 11, 2012 and was unable to attend. As of this date the minutes of the meeting are not posted, but please refer to the DDS website: <http://www.ct.gov/dds>, click on the Boards & Councils link, and then on the Council for Developmental Services for these minutes.

**DIRECTOR'S REPORT**

**Cottage 5:**

Cottage 5 is still on target to reopen November 1<sup>st</sup>, accommodating ten residents from Personnel Village. Renovations to the cottage include a new paved driveway, replacement of the electrical system and new floors, which will allow accommodations for future residents.

**Two New Group Homes:**

Six residents moved into the new Hamden home on October 2<sup>nd</sup>; and five residents moved into the new home in Plymouth on October 15<sup>th</sup>. Southbury Training School will continue to work closely with these public and private providers respectively.

**Cottages 30 and 31:**

An announcement of the closures of Cottages 30 and 31 was made on October 5<sup>th</sup>.

**Hospital Visit Protocol:**

The Hospital Visit Protocol began last week and is off to a good start. Two light duty staff have been trained for this project which is organized through the Medical Clinic.

**Dental Clinic:**

The Switchboard Operator will be transferring to the Dental Clinic as its new Office Manager, anticipated to open the end of November. This position is in great need as the Dental Clinic will expand to accommodate public patients outside of STS.

**Switchboard:**

The Switchboard will be on full automation once the Switchboard Operator transfers to the Dental Clinic. Board members had concerns regarding this system and a discussion followed in which Eugene confirmed that Medical, Nursing and the Fire Department have staff on duty twenty-four hours a day. Also there is staff coverage on 3<sup>rd</sup> Shift every night. Every cottage charge can contact the Manager on Call for emergencies at any time.

**OLD BUSINESS**

**BOT Vacancy:**

The Board's recommendation for Diana Mennone as the new appointee is still pending Governor Malloy's approval. Eugene contacted Rod O'Connor, Legal and Government Affairs Division, who will pursue this issue. Also the two new applicants for an additional position on the Board were not discussed as the Chairman, Eileen Lemay, was not in attendance.

**NEW BUSINESS**

**Provider Forum:**

Dan Micari, Director of Quality Management Services, will give a presentation on the Department of Developmental Services Quality Monitoring System and also to answer any questions about how supports and services are monitored in the community. This event will be held on Sunday, November 4<sup>th</sup>, at 1:00 p.m. at the STS Pavilion. Please note that this presentation is being held as part of the General Membership Meeting of the STS Home and School Association.

The next meeting of the STS Board of Trustees will be **Monday, November 26, 2012 at 1:00 p.m. in the STS Director's Conference Room.**

There being no further business, a motion was made to adjourn the meeting at 2:08 p.m. All in favor.

Respectfully submitted,

Pam Webb, Recording Secretary

Mark A.R. Cooper, Secretary

Approved by the STS Board of Trustees  
October 25, 2012