

**The Southbury Training School Board of Trustees  
Met in Eugene Harvey's Conference Room at Southbury Training School,  
Southbury, Connecticut, on Monday, May 23, 2016.**

Present: Ann Dougherty, Vice Chair  
Diana Mennone  
Louis Richards  
Eugene Harvey, Director

Excused: Eileen Lemay, Chair  
Mark Cooper

The meeting was preceded by a tour of Cottage 36 conducted by Eugene Harvey. Board members met at the cottage at noon and then returned to the Director's Conference Room where Ann Dougherty, Vice Chair, called the meeting of the Southbury Training School Board of Trustees to order at 12:17 p.m.

Ms. Dougherty shared a letter of resignation received May 21<sup>st</sup> from Ed Edelson. He stated that after due consideration of his time commitments, he concluded that he should resign from the Board of Trustees of the Southbury Training School. He has enjoyed the opportunity to serve and work with the committed Board members. The Board thanked him for his service and commitment and wished him well.

**COUNCIL ON DEVELOPMENTAL SERVICES**

Diana Mennone, the STS Board of Trustees representative to the Council on Developmental Services, reported on the DDS Council Meeting of April 21, 2016.

Discussion included a legislative update by Christine Pollio Cooney, Legislative Liaison, on the release of the Governor's second version of the budget. Fiscal Year (FY 16) now has a \$141 million deficit. Christine summarized the proposed DDS bills and bills being followed by DDS.

Commissioner Morna Murray updated the Council on the facility conversions. She emphasized DDS is doing everything possible to minimize the impact the changes will have on consumers and their families. Two regional centers with the lowest numbers of residents in two different regions will be closing. She explained the protocol and how the announcements followed the protocol for the closing of the regional centers.

Discussion of the STS analysis discussion was postponed until the May meeting. A hand-out of the analysis of the recommendations was given to the Council members for review.

To view the minutes from the April 2016 meeting, go to the DDS website at [www.ct.gov/dds](http://www.ct.gov/dds) - on left side, click on **BOARDS AND COUNCILS**, scroll down to:

**2016 MEETING SCHEDULES / MINUTES**. Find dates of **MEETINGS**, see **AGENDA** columns and **MINUTES** columns to the right.

**DIRECTOR'S REPORT**Current Population – 261Budget

There were sixteen Cook Attendant layoffs Wednesday, May 18<sup>th</sup>. Cottage staff has been in-serviced on use of equipment and diet consistencies to assist with meals. Notifications have been sent to the eleven remaining Cooks regarding their schedules. They will now work Sunday through Thursday, from 8:30 a.m. to 4:30 p.m. and will begin in two weeks. They will prepare box lunches and the evening meal. Staff will prepare breakfast and meals on the Cook's days off. A pilot program is planned to begin soon where Cooks will help other cottages with meal prep when a Cook is not available due to vacations, sick days, etc. STS will purchase food warmers to help with this project.

The distribution of food items from the Warehouse was discussed due to reduction in staff because of retirements and layoffs. The Director of Food Services is now overseeing the Warehouse. All is going well.

The Gatehouse Café will be closing June 24, 2016.

Dr. Siva, Acting Medical Director, will be retiring as of June 1<sup>st</sup>. Dr. Patel will assume the responsibility of Acting Medical Director. The weekend on-call coverage will now be covered from the physician's home.

The summer concert series will continue this summer as scheduled. A plan is being considered to return the Music Department Directors, Meg Capen and Julie Andring, to work two hours a day, five days a week. Budgeted monies for the Music Department from Volunteers Services, Home & School Association and the STS Foundation will continue to help fund this plan.

Renovations

Bathroom renovations continue in both Cottage 40 and 41.

Retirements

It is expected that there will be 44 staff retirements at STS between June 1<sup>st</sup> and December 1<sup>st</sup>, 26 of these are direct care staff.

Plan to Close DDS Public Facilities

The first formal meeting of the committee to create a plan for the closure of all public facilities in DDS was held May 18<sup>th</sup>. Kathy Hanewicz attended as the representative for STS.

**OLD BUSINESS**Nominations for STS Board of Trustees Member

Recommendations for vacant positions on the Board of Trustees will be discussed at the next meeting.

**NEW BUSINESS**

No new business.

The next meeting of the STS Board of Trustees will be **Monday, June 27, 2016 at 1:00 p.m. in the Director's Conference Room.**

There being no further business, Diana Mennone made a motion to adjourn the meeting at 1:42 p.m.; Lou Richards seconded. All in favor.

Respectfully submitted,

Pam Webb, Recording Secretary

Mark A.R. Cooper, Secretary

Approved by the STS Board of Trustees  
May 27, 2016