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TOWN OF BURLINGTON

Youth & Family Services

Board of Directors' Meeting May 1st, 2023 **DRAFT**

Present: Board Members Roberta Mills, Martha Simon, Melissa Interest, Linda Collins, Karen Di/Rienzo, Becky Norum, Manisha Parwani (virtual), Christine Shruhan; Executive Director and Jennifer Priest; BYFS Administrative Secretary

Absent: Chais DiMaggio

I. CALL TO ORDER: The meeting was called to order at 6:12 p.m.

II. MINUTES: The board voted to approve the minutes of the March 6, 2023 meeting. Roll call: Roberta Mills, Linda Collins, Martha Simon, Manisha Parwani, voted to approve. Melissa Interest Karen Di/Rienzo, Becky Norum. Abstained. Vote 4-0-3

III. DIRECTOR'S REPORT:

A. Agency Update:

- a.** Fees collected since the May meeting \$2048.00
- b.** Interns: Currently have 3 for next year. They start in August end last week in May. One this year is staying on for the summer. Question asked about what year the students are in. Christine explained they are typically in 2 year unless at Lesley who does a one year program for LMHC.
- c.** Groups: Spring groups Last week Next week. Will have summer group starting after July 4th.
- d.** Town Meeting: In past William James interface town portion was taken out of BYFS budget contracted line. The amount for this is going up and \$11,000 will be added to the BYFS budget if approved. Along with adjustment to fees for consultant work the department uses. The fees for consultants haven't increased in a long time.
- e.** Waitlist: With the interns wrapping up and a long time employee retiring we are currently on a waitlist. Linda asked if our numbers have gone up. Christine said we have seem to level off at this time. Becky requested for Christine to put together a presentation for the board in regards to what Family mode therapy is and what that means.
- f.** Interface: The town gets annual reports from them. Chrissy Conceison is the contact person for this service as the metal health director. She gets the report and shares the data with other who need it. Should be coming out soon.
- g.** Federal Housing Funding: Youth Navigator position is still open. Interviews are scheduled. Becky asked who this position reports to. Christine explained it would be Jess Reedy. Roberta asked about us being behind. Christine explained we are not the only program that still needs to hire. And that they chose to do 1 fulltime positon over 2 part time.
- h.** Brochure: Christine suggested holding off because the town is currently doing a communication survey. Board members agreed that waiting to see what the town does would be best.



IV. COMMUNITY UPDATES:

- A. SEPAC (Special Education Parent Advisory Council):** Becky updated the board on SEPAC. Recent school event where space was not provided for kids who needed it. Other with aids were told not to come to the event. Special education director is working on the issue around this.
- B. Schools:** Martha Updated just getting started. Budget increase they are adding staff who work with the students directly. 3 social workers, 2 full time psychologist, 2 full time team chair. Tutors are now Specialist, BCBA (board certified behavior analyst) added for district wide. Direct support staff, and an assistant principle for fox hill to name a few of the positons the school is seeking funding for at town meeting. Karen asked Martha about the start date. Martha said most with the school year a few may be July 1 pending the contract/position. Martha also mentioned the schools looking to start a new comer academy at the high school. This is geared toward the ESL students who are now living in Burlington who have never attended school. Most work at night and have a difficult time attending. The evening academy does not work since they work at night.
- C. Burlington Police Department Mental Health Services:** Karen shared that Burlington hosted a 2 day training for the National association of school resource officers. Christine, Karen and the towns Resource officers attended along with others from the area. Some overlap from the Safe and Sound School training done in the fall. Learned about not working in bubbles and having School Resource Officer working together. Burlington already has this set up a school response team, Logs have been started.

V. NEW BUSINESS

- A.** Children's Mental Health Awareness Week. Common will be lights will be lit up green this week to bring awareness to children's mental health awareness. Info about lights on the webpage with community stats.
- B.** Strategic planning- Melissa and Becky asked about setting how to help and if goal setting would be helpful for the department. BYFS has so many successes and great things and they wanted to know how they can advocate for the needs of the department. Surveying current and past clients, parents in town to see who know about us. Melissa and Becky will meet with Christine as a subcommittee and report back at the next meeting.
- C.** Health Fair- BYFS will not be at the health fair this year.

VI. NEXT MEETING: TBA

- D. VII. ADJOURNMENT:** The meeting was adjourned at 7:15 p.m. A motion was made by Melissa and seconded by Becky. Roll call: Roberta Mills, Linda Collins, Martha Simon, Manisha Parwani, Melissa Interest, Karen Di/Rienzo, Becky Norum voted to approve 7-0-0

Respectfully submitted,

Christine Shruhan, LMHC
Executive Director