

**The Southbury Training School Board of Trustees met in Eugene Harvey's Conference Room at Southbury Training School, Southbury, Connecticut, on Monday, May 19, 2014.**

Present: Eileen Lemay, Chair  
Ann Dougherty, Vice Chairman  
Mark Cooper, Secretary  
Louis Richards  
Ed Edelson  
Diana Mennone  
Drew Morten  
Eugene Harvey, STS Director

Chair Eileen Lemay called the meeting of the Southbury Training School Board of Trustees to order at 1:05 p.m.

**GUEST SPEAKER**

Gregory DeCandia, M.D., Medical Director gave an overview of the new STS Medical/Nursing Coverage that has been in place for three and a half months. As an introduction to his department, Dr. DeCandia stated there are four Medical Doctors, three Physician's Assistants, a Respiratory Therapist, an X-ray technician, five in the Dental Clinic (two are dentists), and a Psychiatrist (who is not a state employee). The new protocol began January 27, 2014 with a changeover to a system with on grounds coverage by Medical Staff from 8:00 a.m. to 4:30 p.m., seven days a week including weekends/holidays. From 4:30 p.m. to 8:00 a.m. the facility is covered by STS Nursing Staff on grounds with around the clock M.D. On-Call offsite. The Medical Director remains available at all times. Every morning Nursing faxes the comprehensive Nursing Report and Shift Log Report to Medical Staff building for review. Formal notifications are made to CLP Lab, Waterbury Hospital Hospitalists/ER and to Danbury Hospital Hospitalists/ER. The CLP Lab processes lab draws seven days a week. The Nursing Director conducts extensive review and revision of Nursing Protocols and Policies, followed by extensive in-servicing to STS Nursing Staff and review with Medical Staff. In the event of a 911 call after 4:30 p.m. Nursing will assess the patient and sign the W-10 Form which accompanies the patient to the hospital. Since the implementation of the new STS Medical/Nursing Coverage procedure, there have been no complaints from Waterbury Hospital, Danbury Hospital, CLP Lab or the ambulance service. Also there are no problems to date with Nurse to Medical communications during 2<sup>nd</sup> and 3<sup>rd</sup> Shifts.

Questions and Concerns: 1) Why so difficult in getting DNR/DNI signed? There are more safeguards and more stringent language in place in getting paperwork signed for STS residents. Four signatures are required which include the DDS Commissioner, the DDS Clinical Director, the Medical Director and the Director of STS. In addition, letters are required from the Hospital Specialists and the Primary Care Doctor at STS. 2) Number of calls to Dr. on Call after hours and who calls? Average of 7, with 2-3 on 3<sup>rd</sup> Shift; and a Head Nurse on duty will call the doctor. 3) Are there vacancies in Nursing? Yes, a posting has gone out for RN's & LPN's. 4) Is it in the procedure for a doctor to return to campus after hours? No. 5) Any Medical School/Residency Programs considered? Not at this time. 6) What is the W-10 Form/W-10 Attachment? This paperwork accompanies every patient and informs the hospital of the patient's meds, diet, communication skills, ambulation skills, and anything else beneficial to hospital personnel. 7) STS liaisons with hospitals? Light Duty Staff are assigned hospital visits to help with the communication and understanding of our residents' needs. Our physicians and nurses are also in constant contact with the hospital. 8) Average stay in the hospital? 4-7 Days.

The Chair thanked Dr. DeCandia for taking the time for this informative presentation to the Board.

### **COUNCIL ON DEVELOPMENTAL SERVICES**

Diana Mennone reported that the Council on Developmental Services met on May 8, 2014 at DDS Central Office via teleconference with members from the Regional Advisory Councils (RACs) and DDS Regional Directors participating. Guest speaker was Robin Wood, Director of Family Support Strategies and Advocacy. Robin spoke about the May 1<sup>st</sup> Open Invitation to Individual and Family Advocacy Groups' Meeting held at DDS with the Commissioner. She also spoke about the Connecticut Community of Practice Team which is part of a national team comprised of five states that received a grant to examine processes of improving supports to individuals with intellectual disability and their families across the span of their lifetime. Both groups hope to continue meeting in the future.

The Commissioner talked about the need to update and continue to secure e-mail addresses in order to be more electronically connected. A *Direct to Families* newsletter will be mailed out soon.

Christine Pollio-Cooney, Director of Legislative and Executive Affairs, gave an update on the legislative session which had ended at midnight the night before the Council meeting. DDS had five agency bills that all passed the legislature this session. If you would like to receive DDS legislative e-mail updates, please access the Legislative Affairs on the DDS website to sign up. Legislative updates contain information on pending legislation, committee meetings, public hearings and legislative sessions of interest to DDS and its stakeholders.

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 any minutes submitted and legislative updates.

### **DIRECTOR'S REPORT**

**Population:** The current population is 338. Since the last meeting, there have been two placements. Our resident who moved to California arrived safely and another resident moved to a group home in Cheshire. All went well.

**Cottage 7 Update:** Health Department inspectors are in Cottage 7 today for a revisit. The plans to move Cottage 7 to Cottage 12 have been rejected due to unlevelled floors in Cottage 12, causing doors not meeting Fire Code. A new consideration is Cottage 20, which has a generator and is ICF certified. Plans for renovation of this building include contracting with Public Works for abatement of the floors and acquiring a contractor for the bathrooms.

**Fire Department:** The Fire Department lost two positions, one temporary medical leave and the other a permanent leave to a training position in Hartford. STS has been informed these positions will not be refilled. In the meantime, the STS Fire Chief is looking for more volunteers, and the Director is working with the Town of Southbury for mutual aid to help with this downsizing.

**Governor's Task Force on the Future of STS:** The Town of Southbury will oversee the Brownfield evaluation grant of \$200,000 from DECD that was approved for STS ground's assessment. The Town will receive a list of qualified contractors from DECD for this project. The survey of the farmland is almost complete and the Department of Agriculture will lease out space to local farmers by next year. The Director gave a tour of Roselle to the owners of CT Dance Theater, who are still interested in the property for a Regional Arts Center. The owners are requesting another tour be given to their Board.

Ed Edelson would like to invite other groups interested in the property to be included in this tour. CT Dance Theater will be informed and a group tour will be arranged.

**OLD BUSINESS**

No Old Business

**NEW BUSINESS**

The next meeting of the STS Board of Trustees will be **Monday, June 23, 2014 at 1:00 p.m. in the Director's Conference Room**. A suggestion was made to have the Nursing Director as the guest speaker at the June meeting. There being no further business Ed Edelson made a motion to adjourn the meeting and Ann Dougherty seconded. All in favor. Meeting adjourned 2:45 p.m.

Respectfully submitted,

Pam Webb, Recording Secretary

Mark A.R. Cooper, Secretary

Approved by the STS Board of Trustees  
May 27, 2014