

Youth, Family and Human Services Commission  
Regular Meeting – East Lyme Community Center  
January 11th, 2024 - 6:00 PM

**Present:** D. Hull

J. Brush

J. Shelburn

A. Dagle

V. Brush

P. Larkin

**Absent:** Chiappone

**Also Present:** S. Firmin, Youth & Family Services Director  
Ex-Officio, Selectman C. Carlson

**Call to Order:**

Director S. Firmin called the January 11th, 2024 regular meeting to order at 6:00 pm.

**Election of Officials:**

Motion: (Shelburn / Dagle) made motion D. Hull for Chairman of the Commission.

No other nominations. Vote: Approved unanimously.

Motion: (Hull/Shelburn) made motion J. Brush for Vice-Chairman of the Commission.

No other nominations. Vote: Approved unanimously.

**Public Delegation:**

There were no members of the public in attendance.

**Minutes:**

First department commission meeting - no prior minutes to approve.

**Director's Report:**

- a) S. Firmin reported on the "Screenagers" program to be presented at the East Lyme High School in the auditorium at 6:00 pm. The program will be open to the public. There will be a question-and-answer session at the conclusion of the program.
- b) There will be an intern from SCSU starting on January 22nd, 2024. She is from East Lyme and will be completing 10 hours of service per week for fifteen weeks.

*Caution: This is a  
TOWN CLERK*

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- c) New Program: Kids Night at the community center on Friday February 2nd, 2024. This program is open to the first 30 children to sign up and will run from 6:00 pm to 9:00 pm. There will be a cost of thirty dollars per child.
- d) New Program: Talent show for grades 6 through 12 at the East Lyme High School on February 9th, 2024.
- e) The Chris Herren presentation will be done at the East Lyme High School on February 28th, 2024.

**Ex-Officious Report:**

Selectman C. Carlson reported on the selectmen's activities.

**Unfinished Business:**

First department meeting - no unfinished business.

**New Business:**

a) Director S. Firmin presented the proposed department budget for 24/25. All commission members supported and agreed with the importance of all items in the budget. Members agreed with the recommendations and will support Director Firmin at the selectmen's' s meeting when the budget is presented. Copy of the budget proposal attached to these meeting minutes.

b) P. Larkin requested that the commission add an item to the agenda to include the Youth Representative to report on activities and programs, unanimously agreed on by all members.

**Adjournment:**

Motion to adjourn (Shelburn/J. Brush) at 6:55 pm

Vote: Approved unanimously.

<b>Positions</b>	<b>FY25</b>	<b>Comments</b>
Director (FT)	\$75,000	FY25 salary negotiated by BOS subcommittee
Wellness/Prevention Coordinator (FT)	\$57,500	
Case Manager (FT)	\$45,500	
<b>Subtotal</b>	<b>\$178,000</b>	
<b>PT/Seasonal Labor</b>		
Open Center Supervisor	\$15,019	(2 from Sept-June) (1)22.56/hr x 9hrs x 39wks/(1)20.23/hr x 9hrs x39wks
Open Center Leader	\$31,250	(5 from Sept -June) (3)16.84/hr x 12hrs x 39wks/(2)16.25/hr x 6hrs x39wks
Counselor 1	\$32,396	Counselor
Counselor 2	\$32,396	Counselor
<b>Subtotal</b>	<b>\$111,061</b>	
<b>Total Wages</b>	<b>\$289,061</b>	