

Youth, Family and Human Services Commission Meeting  
Olive Chendali, East Lyme Community Center  
December 11, 2025, 6:00 pm  
Regular Meeting

**Present:**

J. Brush  
J. Hanna  
S. Miller  
V. Brush  
J. Shelburn  
L. McGowan

**Absent:** D. Hull, N. Banever

**Also present:** Director; S. Firmin, Ex-Officio; C. Carlson

**Call to Order:**

Vice Chairman, Jen Brush, called the meeting to order at 6:07pm.

**Public Delegation:**

No members of the public were present.

**Minutes:**

J. Shelburn moved to approve the November 2025 meeting minutes as submitted, seconded by L. McGowan.

Approved unanimously.

**Director's Report:**

- a) Director S. Firmin shared an update on the "Giving the Gift of Christmas" program.
- b) Youth, Family & Human Services has partnered with East Lyme Little League to collect donations of food, unwrapped gifts, and gently used sports equipment. Donation sites will be available at the Youth Center and at the Town Green near Family Pizza during the light parade.

**Ex-Officious Report:**

- a) Ex-Officio, C. Carlson, provided the commission with updates on several matters, including the automated ticket ordinance, applications for new cell towers, a potential site under consideration for a tower, and board members assuming ex-officio roles on commissions.

**Student Report:**

- a) Student V. Brush reported that the therapy dog, Percy, recently visited the high school. She noted that efforts are ongoing to arrange visits from additional therapy dogs.
- b) J. Brush shared news of a teacher's passing and explained that Percy's handler will be bringing puppies to the counseling offices to provide comfort and support for students.
- c) V. Brush and J. Brush informed the commission about a recent vaping incident at the high school and outlined the disciplinary consequences issued to the students involved.

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- d) The school recently underwent a security assessment conducted by DMHAS. Administration will receive a formal report with recommendations based on the findings.
- e) V. Brush notified the commission of upcoming events scheduled at the high school.

**Communications:**

- a) None

**Unfinished Business:**

- a) S. Firmin reported to the commission that recent bulk mailing efforts generated donations totaling more than \$6,500, which have been submitted to the finance department. Of this amount, the East Lyme Little League contributed \$3,500 specifically to cover registration fees for youth sports for families in need and to purchase sports equipment for those requiring assistance.
- b) J. Shelburn and L. McGowan attended the recent Board of Finance meeting, where both spoke to raise concerns about the finance director's proposed cannabis budget.
- c) It was noted that Richard Steele expressed concerns about allocating cannabis funds toward a salary. He suggested instead that the opioid settlement funds could be designated to support the Wellness & Prevention Coordinator's salary.

**New Business:**

- a) S. Firmin reported on a recent email exchange with the finance director concerning policies and procedures for attending out-of-state conferences. The finance director suggested that prior approval had not been obtained before two officers attended a conference in Rhode Island. However, the commission was provided with emails in which the finance director indicated that such approval would not be required since the travel request form had just been created.
- b) Ex-Officio C. Carlson advised S. Firmin on how to proceed with the matter, recommending that the emails confirming prior approval was not required be forwarded back to the finance director.
- c) The commission was informed that the Wellness & Prevention Coordinator has stated she will pursue other employment opportunities in January if her position is not converted to full-time. S. Firmin has scheduled a meeting with the finance director and the First Selectman for Tuesday afternoon to discuss the matter.

**Adjournment:**

J. Shelburn motioned to adjourn at 7:03pm, seconded by L. McGowan. Approved unanimously.