

# EILEEN BRIGANDI

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## PROFESSIONAL EXPERIENCE

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DMA HEALTH STRATEGIES November 2012 – present  
Project director for the Massachusetts Department of Public Health, Bureau of Substance Abuse Services BJA Grant for Drug Court Enhancement. Responsible for the coordination of grant activities including conducting drug court needs assessment, establishing data requirements, and training and technical assistance.

BRIGANDI CONSULTING SERVICES 2011- present  
Provide consultation services to substance abuse treatment programs, including program development, quality improvement, clinical supervision, policy development and implementation, training and education on specialty services for women and children.

DIRECTOR OF OPIOID TREATMENT SERVICES – Bureau of Addiction Prevention, Treatment, and Recovery Support Services- Boston Public Health Commission 2008-2011

- Responsible for the administrative and clinical oversight of Outpatient Counseling Services, Opioid Treatment Program (OTP), and Acupuncture Treatment.
- Oversee development and implementation of programs for specialized populations within OTP, i.e., pregnant women, transitional opioid treatment and medically compromised clients.
- Liaison to Boston Medical Center services and OTP program.
- Manage all revenue sources, develop budgets and monitor all expenditures.
- Responsible to maintain all CARF accreditation, State and Federal licensing requirements and health standards
- Responsible for Quality Assurance, Treatment Improvement, and Consumer Advisory Board.

DIVISION DIRECTOR – Substance Abuse Prevention and Treatment Services Division  
Boston Public Health Commission 2002-2008

- Responsible for the administrative and clinical oversight of Outpatient Counseling Services, Opioid Treatment Program, Central Intake Unit – “Room 5”, Acupuncture Treatment and AHOPE-Needle Exchange Program.
- Oversee development and implementation of programs for specialized populations within existing SAPTS programs, i.e., pregnant women, transitional opioid treatment and medically compromised clients.
- Liaison to Boston Medical Center services and SAPTS programs.
- Manage all revenue sources, develop budgets and monitor all expenditures.
- Responsible to maintain all CARF accreditation, State and Federal licensing requirements and health standards
- Chair the SAPTS Division Quality Assurance Committee
- Chair the Consumer Advisory Board and communicate issues with staff to address in policy.

- ASSOCIATE DIRECTOR – Substance Abuse Prevention and Treatment Services  
Boston Public Health Commission 2000-2002
- Assist with the development of administrative policies and procedures that address program responsibilities.
  - To be a liaison between Boston Medical Center, services and SAPTS program coordinators.
  - To assist with the daily operations of SAP&TS which includes checking with program coordinators regarding project status, addressing particular needs and issues of various programs.
  - Develop a record system that supports the documentation of SAPTS Department activities.
  - Develop special reports that measure program efficiency and effectiveness.
  - Represent BPHC at functions/seminars/meetings of external organizations, including city departments, state and federal agencies, and, community groups, regarding substance abuse issues as assigned.
  - Assist with maintenance of office space, equipment, and supplies to support the clinical and administrative activities.
  - Develop and/or participate collaborative programming with SAPTS programs as well as community agencies.
  - Responsible in director's absence
- DIRECTOR – New Day/ CASPAR, Inc. Somerville, MA 1988-2000
- Responsible for organizing and directing the first residential treatment program for pregnant substance abusing women in Massachusetts.
  - Operated under a state grant, raised additional funds for capital projects
  - Supervise a staff of 10 people, coordinate services with community agencies
  - Participated in quality assurance projects for residential modalities including admission criteria, outcome measures, model records
  - In collaboration with the Institute for Health and Recovery, piloted a curriculum for pregnant and parenting and published by IHR
  - Participated with other leaders in the substance abuse field in creating a local chapter of the National Association of Peri-natal Addiction Research and Education (NAPARE)
- SENIOR POLICY ANALYST – Executive Office of Human Services, Boston MA 1986-1988
- Staff to the Governor's Mental Health Coordinating Council, responsible for researching and developing recommendations for the Council
  - Liaison to other state agencies on Council issues
  - Assisted in monitoring the implementation of the administration's Special Message programs.
- PROJECT DIRECTOR – Boston Health Care for the Homeless Project, Boston, MA 1985-1986
- Responsible for the organization and management of an health care project for homeless individuals and families in public and private that provided outreach health care teams and in-hospital clinics.
  - Provided financial planning and management of all grant monies as well as preparing all reports to funding agencies
  - Supervised a staff of 16 people
- CONSULTANT – Brigandi & Johnson Associates, Boston, MA 1983-1985
- Assisted non-profit agencies, churches and groups throughout the state in developing programs for homeless people including planning, fundraising, staffing, volunteer training and project management.
  - Developed funding strategies, submitted grants, coordinated tasks, developed project plans and provided program support. Major grant award was from the Robert Wood Johnson Grant that funded the Boston Health Care for the Homeless Project

DIRECTOR – Rosie’s Place, Boston, MA 1981-1983

- Managed shelter, drop-in center and housing program for homeless women, with responsibilities included financial planning and management, property management, capital improvements and project implementation
- Introduced long-range financial planning as a key component of developing a system to effectively managed non-profit service organization
- Promoted Rosie’s Place to various groups through public speaking, education and community involvement that resulted in additional funds.

ADMINISTRATOR – Citizen’s Housing and Planning Association, Boston, MA 1980-1981

- Responsible for all bookkeeping, preparation of financial reports and grants management
- Assisted the Director and Treasurer in financial planning
- Coordinated planning with each program director

PROGRAM ASSISTANT – Intervention Center/CASPAR, Inc. Somerville, MA 1974-1979

- Administrative responsibility for a 20 bed detoxification center
- Responsible for financial spending, payroll, cash disbursements and reports to state funding agency

ADMINISTRATOR – Charlestown Community Center, Charlestown MA 1972-1974

- Responsibilities included office management, all fiscal functions, supervision of work groups, and coordination of food co-op
- Designed and implemented bookkeeping systems
- Responsible in Director’s absence

## **EDUCATION AND LICENSURE:**

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LADCI – Licensure from the Massachusetts Department of Public Health, Bureau of Substance Abuse Services

BS - Community Planning Management University of Massachusetts, 1983