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PARTNERSHIPS CENTER FOR ADULT DAY CARE, INC.  
BOARD OF DIRECTORS MEETING  
THURSDAY, JULY 26, 2018

**Present:** Shirley Pripstein, Dan Skibitcky, George Alexander, Patricia Gilmore, Jennifer Brosious, Laine Harris (not a formal member at this time), Jeanne Folsom. Also present: Valerie DellaRocco-Civitello.

**Absent:** Elizabeth Leonardo

**APPROVAL OF MINUTES:** A motion was made, seconded and unanimously approved to accept the July 19, 2018 minutes with one correction: Under 'DIRECTOR'S REPORT', it should have stated that the Program Director had not officially resigned, but had informed Val that she was considering another position elsewhere. (Dan/Pat)

**DIRECTOR'S REPORT:**

Val has already been able to fill the two CNA positions: Franchesca Wedderburn will take the 9:00 – 4:00 time slot, and Alexis Ponteau will work the earlier shift of 7:30 – 3:00. Both women came highly recommended. The two are currently in the orienting phase. We had the opportunity to meet Franchesca and she appears to be a good fit and is eager to continue.

A new RN/Director is proving harder to find, but Val has a couple more potential options – she met with Marybeth Kiely this week, and has an appointment with Jon McMahon next Wednesday. We hope to be able to meet them at next Thursday's meeting. The other possibility, Cheryl Santore, is still in contention but wouldn't be able to start until September. As to Cheryl, Shirley shared some information she had discovered after doing some research online. There had been some disciplinary action taken after it was found that Cheryl had falsified documents pertaining to two home visits she claimed to have made, when she had not actually done so. Shirley did clarify, though, that this reprimand had gone back eighteen years, and there were no new allegations since then. After some discussion, the group was willing to give Cheryl the benefit of the doubt. It may have been a 'young and foolish' mistake in judgment.

If time allowed, Val feels it would be advantageous for the new director to get out into the community on a regular basis. It could only help for him/her to become a visible representative for Partnerships.

**OLD BUSINESS:**

We will continue to pursue avenues for getting the word out about Partnerships – putting fliers and/or brochures in churches/synagogues, securing a time slot to speak on WQUN radio and/or local TV, placing ads in various local newspapers and/or church/synagogue bulletins/newsletters, etc.

**NEW BUSINESS:**

Once we've gotten the director issue squared away, Shirley would like to focus more on fund raising and increasing client admissions.

Jennifer will design/look into having business cards made up. \*Jen and Laine are going to be away for a couple of weeks, but will try to make themselves available for a conference call next Thursday.

George had printed out a Regulatory Review of Adult Day Services specific to Connecticut. He will scan/email a copy to each of us later today.

The group discussed the feasibility of applying for a grant through the Community Foundation of Greater New Haven. Val informed us that a written proposal would have to be submitted, and any monies requested could only be allocated for a special purpose/project. Val mentioned that several years ago Partnerships was awarded two grants within a two year time period – the first was for \$40,000.00 and the second for \$45,000.00. At that time, the objective was that Partnerships would work in conjunction with Quinnipiac University as a service learning center for all students (PT, OT, Business, Gerontology, Nursing etc.,) providing a venue where they could perform their internships. To make a long story short, this project never really got off the ground the way it was hoped. Jennifer suggested the possibility of joining forces with Southern CT University's nursing program.

We could apply for a lesser grant of up to \$5,000.00, again for a special purpose only.

Over the years, Partnerships has had attendees from several surrounding towns including North Haven, Cheshire, Orange, Milford, Wallingford, Bethany, New Haven, etc. Shirley would like to connect with the other towns' Elderly Services Directors (or other appropriate party) to see if they would consider reserving 'X' amount of spots ahead of time for their clients that may need Partnerships' services in the future.

**ADJOURNMENT:** A motion to adjourn was made at 1:10 pm, seconded and unanimously approved (Pat/Jeanne).

**Addendum:** After the meeting had officially been adjourned, Vicki brought it to our attention that she would need a transfer of monies to cover payroll for the first week of August.

To that end, Shirley made a motion to transfer \$1,600.00 from the Oppenheimer Account to the Payroll Account, seconded (Pat) with no objections, and unanimously passed.

Respectfully Submitted:

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Jeanne M. Folsom