

Partnerships Adult Day Center

Board of Directors General Meeting

February 18, 2021

Opening

The meeting was called to order at 12:05 pm. on Zoom by Shirley Pripstein.

Present

Shirley Pripstein, Dan Skibitcky, George Alexander, Liz Leonardo, Jennifer Brosious, Diana Sarro, Janet Emanuel, Lucille Alouah and Victoria Crocco attended; Andre Welsh, Pat Gilmore, Patricia Vener-Saavedra and Marvin Arotsky were absent.

Approval of Minutes

Minutes of the General Meeting on January 21, 2021 were approved as submitted.

President's Report - Shirley

- The PPP second draw application has been filed.
- The forgiveness application for PPP first round was submitted and will be refiled with the contact person as Vicki at executivedirector@partnershipsadc.org . She will contact Webster Bank to be sure it is received.
- A personnel committee needs to work on issues for staff evaluation that were begun but not completed when we did handbook and by-laws revision.
- A planning committee needs to address Partnerships' financial structure so that we do not continue to run at a deficit. We must establish an ongoing source of funding at about \$30,000 or consider closing.
- The Board & Vicki have done a great job and made many improvements in operations over nearly three years, but we need to be sustainable.
- **Diana** – Two grants from the Community Foundation are due Feb 25 and they have given us 15 hours of consult support for gaining and retaining donors.
- **Dan** -We can consider clients from the VA and people with other disabilities

Director's Report - Vicki

- The annual Frontier Service grant was submitted for \$1000 for food.
- Community Development Block Grant (CBDG) application is due Mar 5. Vicki will meet with Hamden officials to ask what other items or operating expenses monies can be covered. Partnerships is a preferred grantee.
- Clients:
 - One new private pay client for Mon & Fri started at the end of January.
 - One 4-day person left us to live at Atrium; also one 5-day person who is choosing not to continue.
- Average daily census is now 3 days with 6, and 2 days with 4 clients.
 - Assessing closing for weather early each morning
 - Use TV notices as “open” or “closing early” – good visibility for PADC
- Outreach: After conversations with the coordinators, packets were sent to the Hamden VNAs, Davenport/Dunbar and Adler.
- Dan put up 2 signs on poles from Putnam pointing into Industrial Circle.

- \$2000 was borrowed from savings to cover payroll and bills until we get the PPP.
- Expenses coming: Insurance renewal will be \$935 down payment on Mar 29, then \$434 monthly; \$750 owed to Marvin; CAADS \$650 due April 1
- Currently, the checkbook after payroll is \$5611.
 - After rent, \$254 in bills and incoming client payments, On Mar 1, it will be \$2300 with savings at \$6000. - leaving us in trouble again.
- The Greater Give on social media will be on May 4, 5.
- VA contact says the program is now working through Optum Healthcare and we are looking into how it will work.
- **Vaccination status:**
 - all clients over 75 have had at least one shot.
 - all families were informed of CVS vax availability for 65+;
 - **George** – clients can call YNHH and be referred to Vine St, North Haven

Nurse's Report - Lucille

- The Heimlich and CPR certification class was very successful
- Clients need to get vaccinations themselves; State and local will not do it here.
- Lucille is coordinating with CAADS and Nurka Carrera to do a feature on WTNH about Partnerships or all Connecticut Adult Day Care centers
 - **Liz** – In the past Jocelyn Mimenta did a feature for us.
 - **Diana** – we should plan the program before going to them
 - In service programs are in the process of being set up. Videos have to wait until the computer in the Nurse's Station works.
 - **Shirley** will schedule Brian to take care of it.

CAADS Report – Janet

- CAADS reports slight increase in new clients across the board, but all centers have very depressed client census.
- Reminder to have all issues up to date and clearly presentable for Peer Review.
 - There will not be any in person peer reviews until further notice.
 - Whoever represents us for reviews must be trained and available to do reviews for other centers.

Communications Report - George

- Our website is down due to new version of WordPress – it is ok again.
- Our Old Business list is available – **Please, take on accountability** and mark status update as items are completed.
- **Diana** – has requested clearer “income” sheet from Marvin so that Donor's contact information, donation amounts & dates available.

Adjournment

Meeting was adjourned at 1:10p.m. by Shirley Pripstein.

Next Monthly Board Meeting will be at 12:00pm, Thursday, March 18, 2021, on Zoom.

Minutes submitted by: Janet Rettig Emanuel / Secretary

