

## *Minutes of the Board Meeting Partnerships Adult Day Center 14 October 2021*

Called to order at 12:39 PM

Attendees: Dan Skibitcky, George Alexander, Diana Sarro, Shirley Pripstein, Patricia Burke, Janet Emanuel, and Patricia C Vener-Saavedra

1. Minutes approved. (Motion - Shirley)

2. Director's Report - (Vicki Crocco)

- Census avg 8 clients per day for Sept.
- Client who left is back.
- Some tours but no new clients.
- Connected with social worker in West Haven - we are getting credentialed for VA and she works with Vets. We have appropriate materials and space for them.
- Reconnected with Marie Tomasetti - who put our name out and tells people about us and is interested in doing programs both in person and virtual.
- Going to Dunbar Davenport with brochures and will talk with the social services people there.
- Interns are working out well.
- Staffing: Paul is out due to illness; Maddie M-R, Claire Friday, Isabel varies once a week and substitutions. Reaching out to others. Interns are going to work to get us on other lists for QU interns from other depts. They are working on developing a fund raiser.
- Frontier has given us \$1200. and another \$1500 for lunch program.
- Rate increase in reimbursement from Home care Program has not been officially listed. but probably 3.5% base plus up to 1% value based increase.
- Claire tells us we need a defibrillator pack. Can we get a grant for one of these? George says we should get a donation from a hospital or Dr's group. Defibco locally may be able to help us out.
- Mandatory retirement benefits is coming up. "Paychecks" is offering a package to their customers to offer to our employees. (We are a client. They "do" our paychecks.) Vicki and Marvin will attend a discussion with them. Vicki will survey employees to see interest.

2. Treasurer's Report/Finances

- September Report - sent separately. We are 2,000 in the black.
- We are running ahead in some line items - two of them are already at 48%. One of them is personnel but the other is supplies (possibly). Do we need to adjust the budget? Shirley asks if we have extended our hours to 5:00? Vicki has been considering it. But there is no one who wants to work those hours. Betsy will do it but she's an intern so is short term. Meanwhile, our fee doesn't go up but our expense will.
  - Shirley moves that we correct the minutes to say that we voted to post hours as 7:30 am to 5:00 pm. Ayes, George, Shirley, Dan, Jennifer, Diana, Janet; Nays Me.
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### 3. Nurse's Report - None requested

### 4. Old Business

- Gina Longo - when can we have a strategic meeting because she is moderating so we can work through it.
- PPP - forgiven.
- Shirley spoke to politician and she now has meeting with Tax Assessor at 2 PM to sign some paperwork.
- Computers and phone line - computer in Nurse's office has been updated and a webcam has been donated. Pat called Comcast but they don't do inside line work. Get electrician or IT person. Marcus Miller is our *pro bono* IT guy and will also handle phone lines not rolling over. We disconnect dedicated fax line and reconnect rollover line.
- Dan wants to discuss switching offices between Nurse and Exec Director. Vicki needs this in order to be more effective and have necessary privacy

### 5. New Business:

- Dan wants to discuss doing the switching of offices between Nurse and Exec Director. People discussed design and logistics. Tuesday the 19th at 2:30 PM.
- CAADS webinar about what's available for services - Janet has slides and she will send them to us. Mostly about availability of transportation, funding (legislature is working on overhaul but long way to go). Sandra Kops nutritionist interested in being a board member/advisor.
- George proposes hybrid meetings rather than only Zoom or only In-Person starting with the next regular meeting in November. Ayes, 5; Nay 0, Abstain, 1.
- Janet talks about clarity, alignment, documentation. She is unhappy with format of minutes. She doesn't like my conversational style. George moves that the minutes should be without personal comments. No quorum so holding off on vote until 11 November.

8. Moved to adjourn, all approved. time 2:09 PM

Next meeting date: 11 November 2021, **Time: 12:30 PM**

On Zoom

<https://savechildren.zoom.us/j/97370223131?pwd=N2FONStmOTBUZGVXM0s2M0p6VHhZQT09>

Meeting ID: 973 7022 3131 Password: 003196

*Patricia C Vener-Saavedra*

These minutes signed by Patricia C Vener-Saavedra, Secretary