

Heritage on the Marina (HotM) Residents Council Meeting Notes September 30, 2022 ~ Friendship Hall

Agenda

Welcome ~ Call to Order ~ Moment of Silence

- Martha Torres presiding

Staff Reports

- CEO ~ Mary Linde, Chief Executive Officer
- NHA/Operations ~ Hanh Ta, NHA/Director of Operations
- Health Services ~ Michael Russell, Director of Resident Health Services
- Capital Projects/Maintenance ~ Oleg Korsunsky, Director of Maintenance

Officer's Reports

- Vice President ~ Martha Torres
- Treasurer ~ Paula Cornyn
- Secretary ~ Theo Armour

Committee Reports

- Food Committee ~ Mary Liz Harris

Questions from the Floor

**Next Residents Council Meeting:
Friday, October 28 @ 10 am in Friendship Hall**

CEO Report ~ Mary Linde, Chief Executive Officer

Mary's report was read aloud by Hanh Ta:

I remain at home recuperating from COVID. I've been hit pretty hard and I pray you'll continue to be cautious so you do not have to go through this. I've been able to work from home but I hope to be back on site next week.

I hope you were able to attend our first communication meeting about our plans for campus expansion on Tuesday. Thank you for accommodating the change to zoom. Please be reminded that copies of the slide deck are available at the front desk and that you can always email questions or ideas to my attention.

Reminder: We have our Semi-Annual Residents Meeting to review our Investment Portfolio and YTD Financials on October 25.

Addendum: Thanks for pointing out that our presentation slide deck for the Strategic Plan meeting was missing the first-floor floor plan. Sorry about that! A new slide deck has been emailed to you or you can also get a hard copy from Melissa in the Front Office.

NHA/Operations Report ~ Hanh Ta

Updates and guidelines for prevention and management of Covid-19

Thank you for your participation at the Safeway Flu and Covid-19 Vaccine Clinic on Tuesday, September 13, 2022.

An update of vaccination percentages will be provided at the next Resident Council Meeting.

Please continue to wear a face mask, practice social distancing and observe proper hand hygiene.

Heritage is currently on the SF DPH's outbreak status with a count of 39 positive cases as of September 30, 2022. The last positive case was on

September 23.

We will need to have 14 consecutive days of no new cases to be cleared from the outbreak status.

CDPD and SF DPH will be updating the infection control guidelines in congregate living and high-risk settings.

In the meantime, we will continue our current safety protocol based on the Interim Guidance: [Prevention and Management of COVID-19 in Long-Term Care Facilities](#) (sf.gov) last updated on August 22, 2022.

Operations Updates

Per CMS, visitors are not required to be tested or vaccinated as a condition of visitation.

Heritage will conduct passive screening for signs and symptoms of Covid-19 for visitors via Accushield. **Visitors will no longer be required to register visits via the Calendly reservation system!!**

Regular visitors will be asked to provide proof of vaccination if a copy is not on file.

Asymptomatic team members and residents who were exposed will have a series of three viral tests for Covid-19 infection:

- Immediately
- if negative, 48 hours after the first negative test
- if negative, again 48 hours after the second negative test (i.e. day of exposure, day 3 and day 5).

The 2nd booster is not required for team members.

California's current vaccination and booster requirements remain in effect and have not changed.

The primary vaccine series and first booster are required per the [CDPH Health Officer Order](#) originally issued on 8/5/21 and amended 12/22/21, 2/22/22, and 9/13/22.

Health Services Report ~ Michael Russell

Thank you everyone for your participation in the Covid Booster/ Flu Clinic.

Safeway has confirmed they offer walk-in COVID Bivalent booster and Flu shots for those of you that have not received your immunization. Please let them know you are a resident at Heritage.

Huge thanks to Igor Mocerro our Director of Nursing. He has played an enormous role in some recent staffing solutions.

Grateful for the executive team's creative solutions to our staffing needs.

We are excited to welcome our traveling nurse Jesse. Please welcome our new nurse and neighbor as she will be with us for 6 months.

We are moving forward with our electronic charting project:

- Aligned with our age-in-place objectives
- It's a big project
- Over the next few months, we will be working with and training many staff members.

Wellness visits with Michael will resume and signup sheets will be posted outside of the dining room on Friday for the following week. The purpose of these visits is to address your specific health concerns and anticipate your needs as we age in place. We will also review records to ensure accuracy and perform a care assessment.

The communication box outside of the Health Services Director's office by the elevator is for resident concerns, communications, questions, and compliments. Just drop me a note if you needed.

If you are having any trouble with your pharmacy we are happy to offer services with Value Med - a PharMerica company. Please reach out to the Henderson Clinic and pick up a sign-up form. There is a customer service number and website on the form for any questions you may have. You can also reach out to Michael for questions.

Maintenance Report ~ Oleg Korsunsky

Upcoming Window Washing

- Will take place the week of Oct 3
- Exteriors only
- Lasting all week

Technology Upgrades in the Pipeline

- Upgrade to fiber
- New switches, new firewall
 - Should stop outages
- New/relocated access points all in 2022
- 2023 – Xfinity/cable bundle upgrade
 - Upgrading cable to have more High Definition (HD) channels

Kitchen Walk-in/Freezer Project

- Progressing
- About 2 more weeks of work
 - Coolers out of the parking lot

Elevator Project in Morgan

- Cleared the structural hurdle in the basement
- Drawings will be generated for the remaining floors
- We will hopefully hit the ground running in 2023 for construction timelines.

Emergency Management Drill

- The drill will be part of a greater statewide shakeout
- Late October
- May include a component where the entire community will focus on evacuation routes
- Will include a tabletop with SFDPH on emergent strains of Covid-19

Maintenance Coverage

- On weekends for the next few weeks, we'll be ending coverage at 3:30 pm on Saturday and Sunday, as opposed to 6:30 pm

Vice President's Report ~ Martha Torres

Residents Council Meeting

- Will continue to be on last Friday of the month in Friendship Hall at 10 am
- Helps Dining Service prepare for lunch service

Thanks to those who donated raffle prizes

- The raffle was very successful
- Like to thank everyone who bought tickets
- Staff were overjoyed because they received the majority of prizes.

Raffle results

- We raised \$1,807
- There were only \$50 in expenses
- The net was \$1,757

Out & about trip to Samuel P Taylor Park with barbecue

- October 13

Employee Appreciation Fund

- We will all be receiving a letter shortly encouraging residents to contribute

Treasurer's Report ~ Paula Cornyn

Residents Fund

- Fund started with a balance of \$11,291
- Donation to the employee appreciation fund of \$75
- Raffle money
 - Cash into our checking account was \$972
 - Checks were turned into the Heritage for the Employee Appreciation Fund
- Two very generous donations
 - Bernie Berke donated \$2,000 for the Porter Garden

- Edina Jennisen donated \$5,000 for the Porter Garden in memory of her sister Dominique Gaspar
 - Disbursements were much smaller
 - \$104 on the library
 - \$188 on the garden
 - \$50 on the raffle
 - Ending fund balance: \$18,996
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September 30, 2022

Beginning Fund Balance	\$11,291.30
Receipts	8,047.00
Disbursements	<u>(-341.86)</u>
Ending Fund Balance	<u>\$18,996.44</u>

Fund Balances

Designated Funds

Activities	\$652.57
Chapel	846.37
Employee Appreciation Fund	3,277.06
Garden	6,951.35
Outreach	1,826.48
Stucky Library	<u>4,222.31</u>

Total Designated Funds \$17,776.14

Undesignated Funds 1,220.30

Total Fund Balances **\$18,996.44**

Secretary's Report ~ Theo Armour

Excursion to Samuel P Taylor Park

- A very special Heritage occasion
- All three groups of resident communities get together
- Many staff come along - Dining Services, Health Center & Activities
- Beauty: First time many residents may see staff without their masks on (while they are eating ;-)

Employee Appreciation Fund

- Our way of saying "Thank you!"
- Given to staff at Christmas
- Money must be in by November
- Start planning and putting aside!

House Committee

- We have heard about Strategic Plan, but that is about long-term plans
- There is also a need to identify short-term work requests
- Eleanor Bissell started this process but mobility issues are slowing progress
- Theo will coordinate with Eleanor

Capital Expenditures Budget for 2023

- Not House Committee issues and not Strategic Plan issues
- Press on the unfinished 2022 items that Bernie Burke highlighted
- We will seek ideas and guidance on new projects for 2023

Food Committee Report ~ Mary Liz Harris, Chair

September 20, 2022 at 10:30 am in the McGinley Room

Morrison staff present: Kevin, Erin and Angie

A new dietitian Devin Green was introduced. Some of her duties are nutrition talks, food demonstrations, consultations with residents about their own nutrition, working with the Health Center on menus etcetera.

Six heritage residents attended

Some comments made from the dining room comment box, and during the meeting were as follows

1. The enchilada casserole and lime chicken fajitas were excellent.
2. Roast beef and pork are tough and difficult to chew. They were probably overdone.
3. The missing coffee ice cream is another supply chain problem
4. Would like to have a fresh waffle station on the next cycle
5. Salads can be ordered without croutons or cheese.
6. Oktoberfest will be on October 6 with a German dinner and a pub in Morgan Parlor
7. For the December 14 Christmas dinner party, the decision to have outside guests is still uncertain. There is concern regarding the safety of the buffet site.
8. Need more variation.
9. Different breads for the common kitchen eg ½ wheat bread lasts three days only. It's more wasteful. Best to get it from the kitchen off the dining room instead off eg. for gluten-free raisin bread
10. The Glo Bowl Exhibition was excellent
11. The maintenance department needs to have the road set up by 10:15 am

The next meeting will be Tuesday, November the 13th at 10:30 am and it's the last one for 2022.

Questions from the Floor

Joe Conroy

Sheila Moore: Will there be a memorial for Joe Conroy?

Martha: I pray for Joe Conroy and I forget to mention a special mention that we lost Joe our controller, but his family and many of the staff and some of us residents also went to his viewing as well as his funeral.

Hanh: Will ask Mary

Acoustics

Sheila Moore: The acoustics in this room are not good. It's very difficult to hear the speakers in this room.

Oleg Korsunsky: We will work on the speakers.

Lighting

Doris ~ The lighting is dim

Patsy Hulting: The backlighting makes it difficult to see the speakers

Oleg Korsunsky: We will work on the lighting

Morgan Elevators

Jane Standing: Are they going to update all the Morgan elevator doors or just the basement?

Oleg Korsunsky: All doors to be replaced.

Raffle Prizes

Involved discussion

Betty Dy: Many prizes went to employees. We were not told this was an option

Strategic Plan

Kathy Kirkpatrick: What happened at the Strategic Plane presentation to the neighborhood?

Martha: I don't know the exact number of neighbors who tuned in, but we

did have many questions after and on the whole they were positive.

Hanh: an FAQ with many of the issues raised will be compiled.

Paula: I enjoyed looking at the new plans. But there's no first floor. There's the basement, second, and third floor...

Melissa sent out an updated PDF that includes the first-floor plan.

A recording of the presentation was not made.

Meeting Room Requests

Mary Liz Harris: A request was made for a meeting in McGinley Room but the room was not set up for a meeting.

Oleg Korsunsky: Will follow up.

Library Books

Yvonne Benedict: This is a request from the library committee. We want to make sure that everybody understands that when they check out a book, they need to sign their name in the book with the date of when they took the book out. When they return the book, they need to put the date of the return. That's the only way we have to track the books in the library.

Meeting adjourned at 10:45

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