HERITAGE ON THE MARINA

RRESIDENTS’ COUNCIL MEETING

MINUTES OF THE MEETING, JANUARY 10, 2020

Present Bernie Burke, Fred Wentker, Gary Skootsky

Staff Ken Donnelly, Joe Conroy, Hanh Ta, Janet Howell, Patti Gallagher, Oleg Korsunsky

Board Trish Otstott

Guests Ray Boudewyn, Dr. Patel and Ingrid Valero – Core Continuity of Care, Inc.

The meeting was called to order by President Bernie Burke at 9:30 a.m. A moment of silence was requested to remember friends and relatives who may be ill or have died. New resident, Yvonne Benedict was introduced.

Reports

Treasurer: In the absence of Treasurer Martha Torres, President Bernie Burke presented the Treasurer’s Report. We have a checking account balance of $6,891.78 with $4,725.27 in Committed Funds and $2,166.61 not committed. The minus figure on the Treasurer’s Report, next to the Garden Committee, is in error.

We will need to explore new fund-raising projects for 2020.

Resident Board Member: Tony Hanley reported that we currently have three residents on the Board – Tony Hanley, Margaret Jacobs, and Bernie Burke. The Board has a search firm seeking an Interim Director to take Ken Donnelly’s position. The strategic planning process is continuing and a new job description for the Director is being produced.

House Committee: Fred Wentker, Vice President, will hold a Committee meeting directly after today’s Council Meeting. He reported that the Food Committee did not meet in December, but would meet on Tuesday, January 14 at 1:00 p.m. He also complemented the kitchen for the wonderful food and beautiful presentation.

We will be looking at a new procedure for dining room/food feedback. Instead of dropping notes in the comment box, a monthly check sheet will be distributed to all residents.

Ken Donnelly: CEO, reported that he will be working four days per week, at least two days per week on site - Tuesday and Wednesday, while committing Thursday and Friday to strategic planning.

Hanh Ta: Operations Director, reported that we had just completed a Federal Medicare annual inspection and a State inspection. When they are provided by the inspectors, the full reports will be made available. Even with the new regulations that went into effect at the end of November, the Heritage only had two Medicare issues – a serving pan was not properly dried and a blood pressure cuff had not been disinfected between use. There were zero medication errors. The State found that a nursing hours report form had not been completed. There was no issue with care, but only with paperwork. Dr. Moskowitz will be closing his practice after February. He will provide his patience with five alternative doctors. As of January 1, Dr. Patel, Brown & Toland, will be the new Medical Director.

Ray Boudewyn, Life Safety Director, reviewed fire safety procedures. The Heritage safety system includes alarms, sprinklers, smoke detectors and zone controls. Alarms are most often set off by toasters or popcorn in a microwave. Do not leave a microwave unattended. We will hold a fire drill walk through for all residents. A total of four life safety drills will be held this year.

Dr. Patel, Medical Director, is a post-acute specialist and will be available to all residents two to three days per week, including weekends, or within 24 hours. Two nurse practitioners, Phillip and Vanessa should be available on a daily basis.

Janet Howell: Marketing and Admissions, reported that we currently have eight studio vacancies and three one-bedroom vacancies. We are looking to convert 2 one-bedroom apartments and neighboring studios into 2 two-bedroom apartments as well as combining additional neighboring studios into larger apartments. There are twelve couples interested in two-bedroom apartments and a couple pending for the Octavia Street Garden Apartment. We are exploring options for Saturday staffing of the Front Office. Residents are asked not to move furniture in the common area, please contact the House Committee with your suggestions.

Bernie Burke: President, thanked the staff for making the Holidays special. He asked that residents sign up to participate on Committees and reported that the Council would review the number of Committees and their roles.

Open Discussion

It was reported that the plastic strips around doors, to prevent smoke from entering the apartments, were either coming off or keeping the doors from closing properly. Oleg will review the issue.

Nancy Stent also renewed her request for eye glasses and/or cases for the Lions Club. Drop them in her mailbox or give her a call for pickup.

Clarification on the Employee Benefits Funds was requested. All Heritage employees, below the director level, participate in the fund. The kitchen staff receive a bonus through their employer. Physical therapist are outside contractors and do not participate in the Heritage fund. The Heritage does provide a Holiday gift to the hairdresser, gardener, and mailperson.

Solomon, the mailperson, is back from family leave, but will be gone for ten days in March. The Heritage has no control over the US Postal delivery.

The acoustics in Friendship Hall was of concern. Janet Howell reported that remedies were being explored. Janet Howell also reported that she would seek an improved, large print dictionary for the Porter Library.

Margaret Jacobs reported that movies were being screened in the McGinley Room on Sundays at 3:00 p.m. and also in Friendship Hall on Sundays at 1:30 p.m.

The kitchenettes are checked daily. Please be sure the fridge doors are closed properly.

Yvonne Benedict thanked the residents and staff for their support and warm welcome to the Heritage.

Adjournment

The next meeting will be held on Valentine’s Day, February 14.