HERITAGE ON THE MARINA

RRESIDENTS’ COUNCIL MEETING

MINUTES OF THE MEETING, FEBRUARY 14, 2020

Present Bernie Burke, Fred Wentker, Martha Torres, Gary Skootsky

Staff Ken Donnelly, Hanh Ta, Janet Howell, Patti Gallagher

Board Scott Hines, Trish Otstott

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.

The Minutes of the January 10, 2020 Resident Council Meeting were approved.

Reports

Treasurer: Treasurer Martha Torres reported that we have an opening balance of $6,891.78, income of $70 from Eleanor Burkes’ cards and a disbursement of $19.60 to the library. We have $4,775.57 in committed funds and $2,166.61 in non-committed funds. Five hundred dollars has been disbursed to the Garden Committee for 2020.

Resident Board Member: Tony Hanley noted that he and Bernie Burke are appointed members of the Board of Directors and Margaret Jacobs is a member elected by the residents. Two Committee meetings were held this week. The Facilities Committee is looking at potential room combinations to meet market demand and the Strategic Planning Committee is moving ahead with strategic planning.

House Committee: Fred Wentker, Vice President, will hold a Committee meeting directly after today’s Council Meeting. He is seeking increased participation on this Committee and would appreciate hearing resident’s concerns.

Ken Donnelly: CEO, reported that the Board is working with an executive search firm to identify an interim leader and he would appreciate discussing any potential leads that residents may have. He also announced two new Board members, Charles Dicke, who has volunteered with Larkin Street Youth Services and Dr. Laura Wagner, a geriatric nurse practitioner at UCSF.

Hanh Ta: Operations Director, reported that we had completed a Federal Medicare annual inspection and a State Title ll inspection. The Health Center recently completed a Life Safety Survey with only three minor deficiencies that are being addressed. Hanh Ta also outlined her areas of responsibility. These responsibilities include Maintenance, Residential Care, Social Services, Wellness and Community Life, Dining Services, and oversight of the Medical Director. She is the licensed Nursing Home Administrator and Compliance Officer.

Joseph Conroy manages Human Resources, Accounting, and IT.

Janet Howell manages Marketing and Admissions and the Front Office.

Janet Howell: Director of Marketing and Admissions, clarified that the Heritage continues to offer both Life Care and Continuing Care contracts. She also explained that she has primary responsibility for new units and that Oleg Korsunsky, Director of Maintenance, is responsible for the on-going maintenance of existing units. She also reported that the acoustics in Friendship Hall were being evaluated by RGD Acoustics, Inc. and a plan is being developed. Eileen Connolly was introduced as the new Saturday Front Office Team Member. On Saturday, the office will remain open from 9 a.m. to 5 p.m.

Bernie Burke: President, expressed concern about common area items that have gone missing, including a great number of books from the Stucky Library, a coffee machine from the 3rd floor of the Porter Building and miscellaneous cups and dishes. There followed a discussion of using interior and exterior security cameras. The use of such cameras is subject to privacy rules. Hanh Ta and Oleg Korsunsky will review the entire security situation.

Food Committee: Chair Mary Liz Harris, reported that some residents are seeking more plain food with less spice. It is also felt that the Sunday Supper menus need improvement. She noted that it is possible to send meat, that is too rare, back to the kitchen to be cooked further. A Chinese New Year’s dinner will be held on February 19. The Food Committee will next meet on March 9 at 1:30 p.m.

Fund Raising: Martha Torres noted that we need to raise funds to support our Committees and the Staff Appreciation Fund. She is seeking new fund-raising ideas and will post a sheet on the Dining Room hallway table for residents to add ideas.

Open Discussion

Katie Loo expressed concerns about emergency response procedures. She pointed out that staff from the Health Center/Clinic should respond to calls with a wheelchair. She also pointed out the red emergency button at the east end of the dining room. The button goes to both the Health Center and Clinic. In the event the fire department or an ambulance is called, a staff member should be waiting at the outside doors to provide immediate directions to first responders. Also, any cars blocking the White Zones or van parking space should be reported to staff for quick action.

Adjournment

The next meeting will be held on March 13.