

Berlin VNA Nursing Board Meeting
April 12, 2021
Tele-Conference Meeting at 6:30 p.m.

Present: T. Cope, B. Chyra, C. McKinnon, D. Veronesi, F. Geschimsky, P. Zarabozo, Dr. Chorzepa
W. Russo and J. Micci.

The meeting was called to order at 6:35 p.m.

Audience of Citizens – No Audience of Citizens on this call.

Acceptance of minutes: A motion was made by D. Veronesi to accept the minutes of November 20, 2020 and January 21, 2021. Seconded by B. Chyra.

President's Report – None Reported

Treasurer's Report - None Reported.

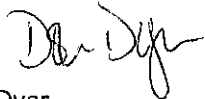
Administrator's Report – W. Russo reported on the following:

- COVID Update: Effective March 29, 2021 the Town Hall and departments resumed working regular business hours on site. Visitors to the Town Hall still are required to make an appointment with the department they would like to see. Since the State of Connecticut lifted travel restrictions, the Town of Berlin has implemented a travel protocol which follows the CDC recommendations.
- Most of the office and clinical staff have been vaccinated. Vaccine clinics have been held to vaccinate school and Board of Education staff along with some community residents as well.
- Census: February/March census number increased. Referrals began to level off during March and the census acuity was high with limited ability to provide therapy services as requested. There was one Physical Therapist resignation, and two per diem contracted physical therapists were hired. Staff morale is low due to downsizing. There will be more weekend and holiday calls for staff remaining. Census management is being closely monitored due to anticipated decreases in staffing at the end of June.
- Budget 22: Discussed the Fiscal Year 2022 budget changes. Due to continued loss of revenue for the VNA the new budget proposal for Fiscal Year 2022 decreases staff positions by one full time nurse, one full time home health aide and one part time clerical worker. Staffing cuts were made to decrease the budget request as payroll is the largest expense of the VNA.
- Marketing activities continue to be limited due to COVID 19 restrictions. Marketing ideas have to be creative. All the last year events had to be canceled due to the pandemic. Packets were delivered at Christmas time to referral sources to keep the agency name out there. The agency is on Facebook and trying to stay connected. One of the board members is on the VFW Committee/American Legion and offered to get some of the agency's information out to them. Also, the Garden Club is having a plant sale where a table could be set up to display the agency's services/information. The member will contact the office in getting some marketing information for the plant sale.

- Quality Assurance Annual Program Report: Reviewed the report with members. A Professional Advisory Committee meeting was held last week and schedule is back on track.

A motion made to adjourn the meeting by D. Veronesi and seconded by F. Geschimsky. Adjourned at 7:15 p.m.

Submitted by,

A handwritten signature in black ink, appearing to read 'Dori Dyer', written over the printed name.

Dori Dyer

Commission Secretary