

**MINUTES OF FEBRUARY 27, 2023, MEETING
BOARD OF TRUSTEES
ANN KLEIN FORENSIC CENTER**

The regularly scheduled meeting of the Board of Trustees of the Ann Klein Forensic Center was held on Monday February 27, 2023; pursuant to notice duly given. Notice of the Board Meeting is sent to the Department of Health's Division of Behavioral Health Services Commissioner's office. The following members were present:

Present:	Richard Higgins	Chairman
	Rafael Aviles	Board Member
	Steve Vardakis	Board Member
	Dr. Jeff Uhl	CDEO/Clinical Director
	Eileen Lonergan	Acting Business Manager
	David Kensler	CEO, AKFC
Absent:	Robyn Barkow	Executive Assistant

Mr. Higgins called the Board meeting to order at 10:30 am. Minutes were presented from the January 23, 2023, meeting and approved.

DIRECTORS REPORT

David discussed how COVID outbreaks continued throughout the month causing all units to be placed on quarantined status and how this disrupted centralized programming.

The hospital is planning to reinstate three units at a time in the Rehab Mall beginning in March 2023. Critical positions also need to be filled in the Rehab Services to cover these groups. The Human Resources Department will begin to work with the Department of Labor to assist in recruitment efforts and will advertise hard-to-fill titles in other, more prominent, locations.

David announced that our Medical Director, Dr. Elizabeth Hogan, has moved into a new role for the hospital over the community/county jail evaluation team. She is now responsible for providing clinical oversight and training for the psychology evaluators to successfully meet clinical productivity and timeliness standards for jail inmates and those out on bail in the community who need a competency evaluation for fitness to proceed with trial. Dr. Toni-Lynne Calabrese has transitioned to the role of Acting Medical Director.

David discussed how staff have been extremely busy in preparation our upcoming unannounced Joint Commission Survey. Preparations include a new leadership standard on addressing healthcare disparities. A performance improvement team was assembled in the Dental Clinic to determine ways to improve dental health outcomes and participation. The plan will involve dental health promotion and the use of valid screening tools for dental care. This will be compared with data regarding race, ethnicity, and primary language.

General Therapeutic Milieu Updates:

All patients enjoyed a fall holiday celebration in the form of special holiday activities from 12/17 through 1/1, which included special activities and holiday meals.

Grief and Loss as well as Bible Study groups have resumed.

OLD BUSINESS

Eileen Lonergan presented the patient Welfare and “Our Store” budget reports for the month of October:

Welfare

Beginning balance as of December 1, 2022, and total assets for the Welfare Fund = **37,276.60**

Total additions to the fund for the month of December totaled **\$98.78**

Less expenses and adjustments of **\$5,363.79**

leaving a net decrease to the fund of **(\$5,265.01)**

Ending Welfare balance as of December 31, 2022, totaled **\$32,011.59**

Our Store

Beginning balance as of December 1, 2022, and total assets for the “**Our Store**” fund = **\$87,977.42**

Total additions to the fund for month of December were = **\$7,208.77** less expenses and adjustments of **\$6,390.82**, leaving a net increase to the fund of **\$817.95**

Ending balance as December 31, 2022, = **\$88,795.37**

Meeting adjourned at 11:30am.

Attest: On file

Mr. Richard Higgins, Chairperson
Ann Klein Forensic Center
Board of Trustees

The next board meeting is scheduled for March 20, 2023