

MINUTES OF THE EDI BOARD MEETING
10/20/09 (October)

Board Attendees: Blane, Don, Winston, Peter, Stephen (7:02), John

Other Attendees: Gina (EDI Executive Director), Bruce Birkett (EDI Board Consultant), Jonah Markowitz (former EDI Board member)

The meeting came to order at 6:50 P.M.

Public Comment:

Jonah Markowitz said that Leslie deserved tribute for her many services to EDI. He brought a check for a plaque for Leslie, and suggested that there be a dinner for Leslie as well.

Blane said that a client and friend of EDI had died, Linda Tepper. Peter suggested and the Board agreed to adjourn the Board meeting in her memory.

Approval of Minutes:

Postponed due to them not being completed by Don.

Approval of Agenda:

Don moved, Winston seconded, and the agenda was unanimously approved.

President's Report:

Blane said that the Board had been working very hard and had been having lots of meetings on the restructuring.

Executive Director's Report:

In September there were 304 attendant calls, 68 emergency transportation calls, 41 demand-response transportation calls, and 14 wheelchair adjustments.

One male attendant was terminated and one female attendant is resigning before the end of the month to move to Los Angeles.

Restructuring was discussed at the October staff meeting. The staff would like to be involved in any final decisions.

Also discussed at the staff meeting was continuing the emergency preparedness mission for EDI.

There was a very successful CARD Personal Preparedness workshop for EDI clients and the community. Stephen, Peter, and Blane attended from the Board. City Councilmember Kriss Worthington, Associate Management Analyst Khin Chin, Berkeley Housing and Community Director Drew King, and members of the North Berkeley Senior Center staff were also in attendance. Over 30 people were present. CARD did a fantastic presentation and audience participation was enthusiastic. The Executive Director of the North Berkeley Senior Center, Norma, was pleased and said that EDI should do more events at the Center.

The insurance premium breakdown comparison was sent by e-mail to the Board, and EDI is saving \$10,790.

An e-mail from EDI's Contract Monitor, Eugene Biggins, was forwarded to the Board confirming completion of our contract for this fiscal year. A quarterly check is anticipated in 4-6 weeks.

The City is requiring EDI to reopen the FY 08-09 books and the bookkeeper, Nancy, needs to categorize each detail itemized in the General Ledger. Nancy also needs to calculate the expenditures for food, drinks, parties, anniversaries, and staff meetings, much of which is being disallowed unless the expenditures were for client events or outreach. The net total will be returned to the City along with the surplus of \$74,000.

Employee evaluations are all caught up and up-to-date. Gloria Ocampo with the City has Ok'd deducting retroactive raise amounts from the previous fiscal year from the amount returned to the City with proper documentation.

Ayanna, Lindsay, and Gina met with Bruce and went over the Board's proposed administrative structure. They have questions and a need for clarity and Gina will submit each of their questions.

Nancy, Steve and Gina will meet this week to discuss the budget and determine exactly where EDI's finances are at. The Board will be notified of the meeting's findings.

Leslie is working on the Netivot Shalom benefit for EDI with Joel ben Izzy performing, December 13th, 3-5 P.M. Updates will be passed on as received from Leslie.

Election of Officers:

Don moved, Stephen seconded, and it was unanimously approved that all current officers would remain in their positions and that Stephen would become the permanent Treasurer.

Client Co-Pays:

EDI has been carrying \$6000-7000 in co-pay arrears by clients. Gloria Ocampo has OK'd writing off \$6472.68, which is most of the amounts owed. Some clients are paying on their balances. There would be an accounting benefit to having clients pay EDI directly. Stephen will meet with Nancy to discuss alternatives.

Stephen said he would like a fund to cover indigent clients rather than have the clients use other City services at far more cost.

Discussion turned to off-agenda items. Regarding swine flu, Stephen was trying to find out procedure for Alameda County Public Health for having EDI attendants inoculated to limit cross-contamination. Peter suggested contacting Berkeley's Public Health unit.

Peter related an incident that had occurred to him where his attendant was not allowed in his building by the police because of a blown transformer. Peter said there needs to be a policy adjustment and that he would be discussing the incident with the Police Review Commission; he was very ill.

At 8:00 P.M., Don moved, Stephen seconded, and the meeting moved to Executive Session to discuss the restructuring with Bruce Birkett.

At 9:32 P.M., the Board meeting was adjourned in honor of Linda Tepper.