

MINUTES OF THE EDI BOARD MEETING
4/24/08 (April)

Board Attendees: Aydan, Charles, Mark, Winston, Don, Blane, Peter

Other Attendees: Gina and Leslie (EDI Co-Executive Directors), Karen (Cal Fellow)

The meeting came to order at 6:42 P.M.

Public Comment

Mark presented Karen with a card signed by the Board members and a box of chocolate in thanks for her work with the Board over the last several months.

Approval of Minutes

Winston moved, Blane seconded, and the minutes for March 27, 2008 were unanimously approved.

Approval of Agenda

Winston moved, Mark seconded, and the Agenda was unanimously approved.

President's Report

Everything has been going smoothly.

Peter said that he spoke with some people from the City of Berkeley, that no one knew when the proposal for EDI to obtain \$27,000 from its reserves would be on the City agenda. Leslie said that May 20th was the date and that Angelique passed on the information and supports the proposal. Leslie apologized for not relaying this information to the Board. Peter was still concerned that he had not seen it on the City calendar.

Executive Directors' Report

In March, there were 380 attendant calls, 44 transportation calls, 28 demand-response transportation calls, and 10 repairs.

8-10 hours of dispatching were added to Wednesday. This frees up Gina to be more productive in the office. Also, one more hour of driving was added to make up for a change in schedule where a driver had lost an hour.

Two out of four female hires from March did not work out, as well as the male hire resigned. The male hire, however, may return in six months and is eligible for rehire. One new female attendant was hired.

More training is needed for attendants. Marin has a thorough training in attendant care, including Universal Precaution and blood borne pathogens. The EDs are talking with Renee and Elizabeth about providing this training to EDI attendants, and while Marin trains their attendants for free there may be a charge for EDI attendants. Also, it is likely that EDI attendants will need to be paid to attend.

Parking violations are an issue for EDI's attendants. One thought is to ask local businesses to allow our staff to park in their lots when on calls.

The EDs are considering raising the hourly rate for overnight attendants and the attendants who receive the most calls. They will be submitting their budget ideas to Mark and Wilhelmina by next week. They suggested that they should probably meet with a committee of the Board, likely the Executive Committee, to go over the new budget in early June.

The new accessible website will be up soon at www.easydoesitservices.org. A link to a mock version is available. A new Pay Pal account has been opened to accept donations on the website.

EDI received a refund on the returned van securements.

The month-to-month contract with Marin continues through June 30, 2008. Marin may be interested in a new contract with EDI beginning July 1st. The EDs want to know whether they should pursue a new contract, offer consultation services, or withdraw from involvement with Marin. EDI should let Marin know as soon as possible what it wants to do.

A refund for \$3691.48 was received for cancellation of the umbrella policy, which will be credited to Marin, along with unused funds they sent for the month-to-month contract. Wilhelmina will compute the expenses and send them an invoice in May that is adjusted for the credits.

The EDs will have an informational meeting with a representative of the San Mateo Regional Center, which is interested in setting up a program like Marin's. The results of the meeting will be e-mailed to Board members.

Disaster preparedness was the topic of April's staff meeting. The EDs are trying to arrange CPR training for all attendants. One other idea is to send small groups of attendants to visit pre-arranged locations where several clients live, to assist them in the event of a disaster. The EDs are working with the Commission on Disability to update the Emergency Registry Questionnaire and send it out to

as many disabled residents of Berkeley as possible. Don asked how much the CPR training would cost, which was \$1200, but EDI is not in compliance with its contract with the City without it. Don said he was concerned about end-of-year employee bonuses.

EDI does not currently serve children with disabilities, and the EDs suggest that it might be a good idea to consider.

Gina and Leslie attended a dinner with Karen, sponsored by UC Berkeley for non-profits.

Wilhelmina prepared a summary of EDI expenses which was distributed to Board members, as well as a budget modification report per the City's request, which will be submitted to the City next week with the Quarterly report.

Angelique is conducting a survey about EDI's services and will meet with the EDs to go over the results.

The EDs are meeting with phone representatives to see what kind of system for the attendants might be less expensive. They will let the Board know the results by the end of the year.

Per her review, Gina is pursuing auditing classes to increase her skills.

EDI started an account with Wheelchairs of Berkeley to order repair parts.

Aydan donated a conference phone to EDI.

Update on Outreach Plan

Karen's term with EDI has ended, and Mark's responsibility to Cal has ended as a result. Karen said she could speak with Nora about a fellow for the next year, but she was not sure whether a new application would be needed.

Karen said there was a class at Cal that does non-profit consultations. The class is Social Sector Solutions, and operates out of the Center for Non-Profit Leadership at the Haas School of Business. Karen said she had applications, but had to clarify the scope of what was needed.

Karen was awarded the Schweitzer fellowship, and will continue working with disabled and senior populations.

Karen said it was an amazing privilege to work with the Board.

Strengthening and improving EDI's image will be put on the agenda.

Disabled Lawyer Search

Peter said that Wendy Afseon is available and would like to meet. Peter will e-mail about setting up a date.

Public Authority Recruitment for Urgent Backup

Mark said that he did not think that EDI should contract for Urgent Backup services, but should consult instead.

Peter said that he felt EDI should continue with Marin on a month-to-month basis until they were ready to take over on their own. Mark and the staff can work out an hourly rate for consultation. Don suggested that we might be able to trade consultation fees in exchange for Marin training our attendants in blood borne pathogens.

Peter said that he would like a letter from Marin thanking EDI for its assistance.

Strategic Planning Meeting with Community

Winston raised the issue that the Board had intended to hold a strategic planning meeting with the community. Aydan said that what was currently planned was to meet with staff, and the Board agreed to meet with staff at their staff meetings in June.

At 8:30, Don moved to go into Executive Session, inviting the EDs, Peter seconded, and the motion passed unanimously.

In Executive Session, a motion to inform the EDs of the Board's plans regarding the ED position was defeated. After the EDs left, a general agreement was reached to tell the EDs some information at an appropriate time.

At 9:40 P.M., the meeting was adjourned.