

MINUTES OF THE EDI BOARD MEETING

9/20/07 (SEPTEMBER)

Board Attendees: Aydan, Winston, Jonah, Leslie, Mark, Don, Chris Mullin (elected to Board at this meeting) (7:05)

Other Attendees: Gina and Rose (EDI Co-Executive Directors)

The meeting came to order at 6:40 P.M.

Public Comment:

Jonah thanked the Board for moving the meeting date so that it would not interfere with his Yom Kippur observances. He asked forgiveness from the Board for any offenses he might have made. He said that he had been thinking fondly about Peter Trier and said that he would like to see his fund recalled on the Agenda.

Gina said that the previous Saturday a peace rally and concert had been held with Barbara Lee, Kriss Worthington, and Dona Spring in attendance.

Gina said the office was planning an open house for Berkeley city officials. Leslie commented that it was nice to open it up.

Approval of Minutes from August 23, 2007:

Jonah moved, Leslie seconded and the minutes from the 8/23/07 meeting of the Board were unanimously approved.

Approval of Agenda:

Item A was replaced with discussion of the Peter Trier Memorial Fund. Item D was removed. Board Elections were moved before Item 4. Leslie asked that the Board go into Executive Session at 8:15.

Mark moved, Jonah seconded, and the agenda was unanimously approved as amended.

Board Elections:

Blane, Charles, and John were nominated by Winston. Chris spoke about his credentials and his reasons for wanting to join the EDI Board.

Jonah moved, Winston seconded, and it passed unanimously to retain the existing EDI Board members with the addition of Chris Mullin for the next year.

President's Report:

Leslie said her report was the same as the previous month - that everyone had worked hard and was doing a good job.

Executive Director's Report:

One attendant 'self-terminated' by failing to show up for work for three shifts. This attendant's

pager may not be recoverable. Two new attendants were hired. One attendant that was hired is a potential driver once they establish themselves. An ad was placed on craigslist to recruit new attendants. Attendant hiring can be added to the Board Agenda in October. Rose will contact the Samuel Merritt nursing school, which has a placement office. Leslie said that herself or a committee would like to review hiring practices with Rose, the goal being to reduce turnover. Rose commented that on-call work was unpredictable and causes turnover. Don agreed and said that he felt that turnover was not as big a problem as conjectured under the circumstances.

August call volumes were 389 attendant calls, 76 transportation calls, 43 demand-response transportation calls, and 18 repair calls.

There were no client complaints.

Gina and her assistant attended an Oakland CORE training regarding disaster planning.

Communication was discussed at the last staff meeting.

Urgent Backup in Marin County has expanded into more cities and the phone lines are now answered beginning at 6:00 A.M.

The Senior Assets employee is great.

Although budget numbers have not been completed, so far in the fiscal year EDI is within its planned budget. A quarterly report is scheduled for October.

40-50 completed disaster questionnaires have come in.

Belinda is working on a fall newsletter, but Rose pulled an article about a group of donors and staff.

At the suggestion of a staff member, there are now two staff and two dispatcher meetings being held each month, one each in the afternoon and the evening, to accommodate the individual employees' personal obligations.

NIAC is not renewing EDI's insurance policy, citing too many claims. The ED's are working with EDI's insurance broker to find a replacement.

Vision coverage for the employees has been added. EDI already has chiropractic coverage from Cal-Choice.

The ED's supplied a packet of work from Belinda, who apologized for not coming to the Board meeting due to a prior commitment and illness.

Don asked why EDI did not buy or lease a copier to print things faster and cheaper. Rose said that she would look into getting a copier.

Peter Trier Memorial Fund:

Jonah said that at one time he believed the Board had approved the Peter Trier Memorial Fund. He would like to see the Fund give service support to clients on a one-time basis for those that could not afford the co-pays. Gina said that EDI charges used to be on a sliding scale, but that \$12 an hour is less than what some clients now pay their attendants.

Jonah moved, Winston seconded, and it passed unanimously to name and reidentify the Peter Trier Memorial Fund to provide four hours within a fiscal year of EDI services to clients needing financial support, as long as there is sufficient money available in the Fund.

Visitors Policy:

Leslie said that she had asked Rose to draft a Visitors Policy. Rose printed a copy of something Leslie wrote and read it to the Board. Don moved, Jonah seconded, and it passed unanimously that "Visitors who interrupt EDI business should not be allowed into the office except in case of emergency," as the Visitors Policy.

Human Resources Committee:

The Board expressed concern over employee turnover and inquired whether job descriptions existed for all positions. Rose said that she would check and draft job descriptions where needed. The issue was deferred to the October Board meeting, including the creation of a Human Resources Committee.

Concept of Public Input:

Winston said that he had put out an e-mail on this issue. Jonah moved, Don seconded and it passed unanimously that Public Comment will be 3-5 minutes per speaker depending on the degree of accommodation necessary for the speaker to state their comments.

Leslie said that she would determine possible ways of steering complaints away from Board meetings.

Comment was made to add cell phone bills to the next month's Agenda.

At 8:22 P.M., Jonah moved, Don seconded, and it passed unanimously to go into Executive Session, inviting Gina and Rose.

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