

CORNER HOUSE BOARD
APPROVED REORGANIZATION MEETING MINUTES
February 9, 2022
by videoconference

Members in attendance: Danita Ishibashi (after 6:27 PM), Wendy Jolley, Cecilia Mathews, Leah McDonald, Leighton Newlin, Joann Parker, Wendy Perello.

Student Representative: Faria Majeed.

Staff in attendance: David Errickson, Tracy Kindelsperger, Jean Woodman.

Not present: Henry Polanco.

- I. David Errickson opened the meeting at 6:04 PM. The following notice was not read aloud but was on the agenda and is included in these minutes to indicate public notice was provided.

Notice of the Board's regular meetings as required by Sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public. On January 21, 2022 public notice of the meeting date with a videoconference link and a draft agenda were posted on the municipal website. The notices were also published by Planet Princeton.

- a. Introductions – All present introduced themselves. The Board welcomed Council Liaison Leighton Newlin and new Board Member Leah McDonald.
 - b. Reorganization – Danita Ishibashi and Wendy Perello were nominated as co-chairs for 2022. Motion Dave Errickson, second Wendy Jolley, approved by show of hands.
 - c. The co-chairs announced they will share the role for this meeting. Going forward, one of them will serve as the primary chair for a meeting and the other as a backup. They will work out a schedule and notify the Board members.
 - d. The co-chairs assumed the chair.
 - e. Approval of regular meetings for 2022: The Board agreed to meet at 6:00 PM on the 2nd Wednesday of every odd-numbered month except in July. Motion Leighton Newlin, Second Leah McDonald, approved by show of hands.
 - f. The minutes of the November 10, 2021 meeting were approved. Motion Wendy Jolley, second Wendy Perello, approved by show of hands.
- II. Director's Report – Dave Errickson. See attachment A for details.
 - a. The date of the Spring Benefit celebrating Corner House's 50th year has been changed from Friday, April 29 to Saturday, April 30. It will be held at the Bedens Brook Club. Dave, Tracy Kindelsperger, and videographer Fred Williams are putting together a video to tell the Corner House story.
 - b. Corner House's clinical programs continue to operate in a hybrid mode of in-person and virtual individual appointments and virtual groups. Student outreach and prevention groups meet in-person whenever possible, but switched to virtual meetings during the peak of the Omicron COVID variant.
 - c. At the invitation of Princeton Public Schools, Corner House has just started offering mental health counseling at Princeton Middle School and Princeton High School. The schools have received COVID funding to support mental health services for students, and Corner House will be reimbursed via invoice. Services are expected to follow a short-term (6 – 8 week) model using Dialectical Behavioral Training (DBT) to help students develop self-care plans.

- d. Dale Young has started his new role as the Corner House Office Assistant, 28 hours per week. Dale had previously served as one of the twice-weekly Evening Receptionists.
 - e. Dave invited volunteers to serve on a subcommittee to develop a new mission statement for Corner House, in preparation for an application to the State for a Mental Health license. A few members of the Corner House Foundation Board are also expected to serve on the subcommittee.
 - f. Financial Report: Jean Woodman reviewed the January 2022 revenue report. The Board requested the final report for 2021. Board members discussed the value of the Employee Assistance Program (EAP) services Corner House offers, and asked that the value of EAP services be added to the report.
- III. Municipal Liaison – Leighton Newlin yielded his time.
- IV. Corner House Foundation and Development – Tracy Kindelsperger, Coordinator of Grants & Development:
- a. The 2022 Gala will be held Saturday, April 30, 6:00 – 10:00 PM at the Bedens Brook Club. There will be a casino-night theme with gaming tables. Individual tickets are priced at \$275. Honorees are Geniva Martin of the Corner House Foundation Board and Princeton University’s PACE Center for Civic Engagement, which recruits Princeton University students as mentors for middle schoolers in the Academic Success Today (AST) program.
 - b. Donations from the end-of-year appeal are still arriving. The appeal has raised about \$85,000, compared to \$87,000 at this point in 2020-2021. The 2020-2021 appeal raised significantly more funds than the 2019-2020 appeal did.
- V. Old Business
- a. Electronic Health Records: Jean Woodman outlined the Zoobook Systems web-based database Corner House is purchasing for its clinical records. The Corner House Foundation is funding the initial costs, and significant reimbursement, up to \$30,000, is expected through a “SUD Promoting Interoperability Program” administered by the New Jersey Interoperability Institute. The State of New Jersey offers the grants to assist community treatment centers, such as Corner House, purchase EHR systems to increase efficiency and improve recordkeeping.
 - b. The Board requested a screen-share presentation for the next meeting.
 - c. Dave Errickson noted that Corner House expects to present a proposal to the municipality to have the monthly service costs of the EHR added to the municipal budget as an operations expense.
- VI. Corner House Student Board: Faria Majeed
- a. The Corner House Student Board organized the annual Dodgeball Tournament at Princeton High School. The students were pleased with the COVID-tracking protocols they developed to ensure a healthy event. Aside from a fight, the event was a success and students were delighted to be together for the event.
 - b. Spring plans include outdoor sporting event, *a capella* and open mic nights, and an orientation event for parents of new Corner House student leaders. On February 25 the student board will host a Jeopardy-style trivia contest. The students are writing clues that will include Black History, Princeton and Corner House questions.

- c. Student check-ins are a regular part of meetings. Students share highs and lows and learn about student life in the public and private schools.
- d. The Board asked about other student activities. Tracy Kindeslperger shared a photo of a recent Teen Access Group (TAG) event that will be shared on Corner House’s social media.

VII. New Business

- a. Wendy Jolley shared that former Corner House Student Board member Kelly Curtis is competing in the Olympic skeleton sledding competition. It is a pleasure to see what Corner House students are able to accomplish.

VIII. Public Comment – none offered.

IX. Adjournment

- a. The meeting was adjourned at 7:01 PM. Motion Leighton Newlin, second Wendy Perello, approved by show of hands.

Meeting schedule for 2022:

- March 9
- May 11
- No meeting in July
- September 14
- November 9
- January 11, 2023 – reorganization

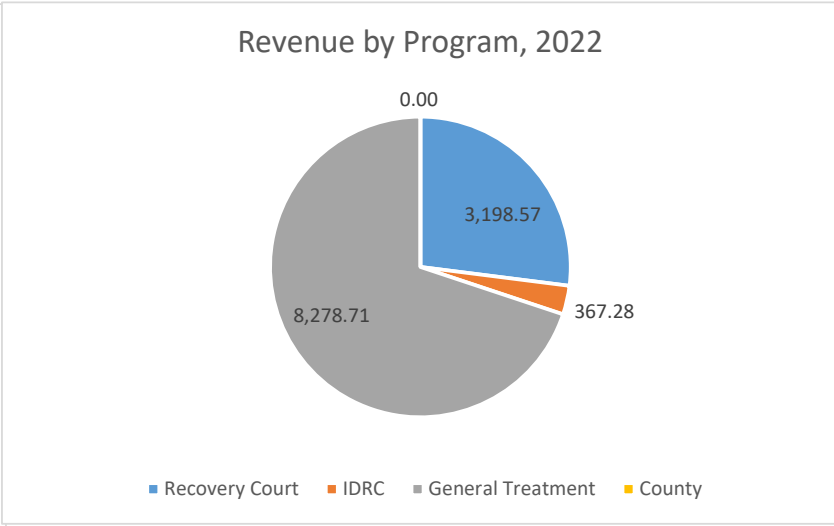
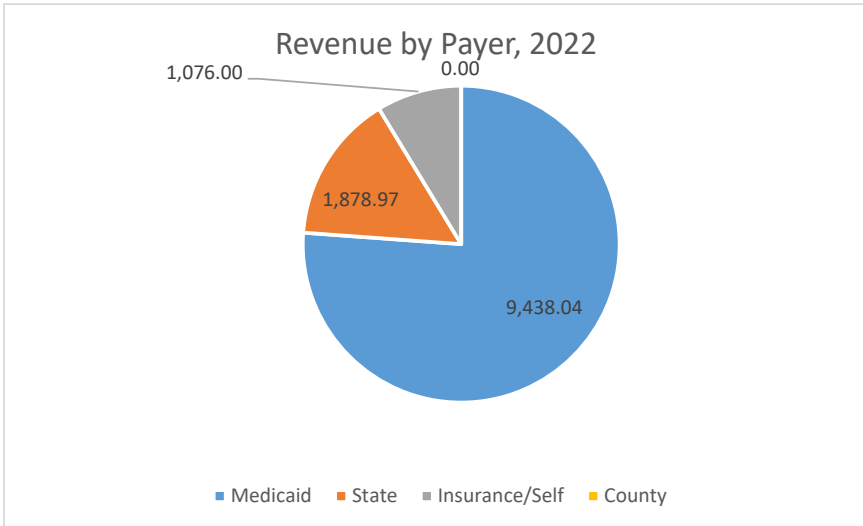
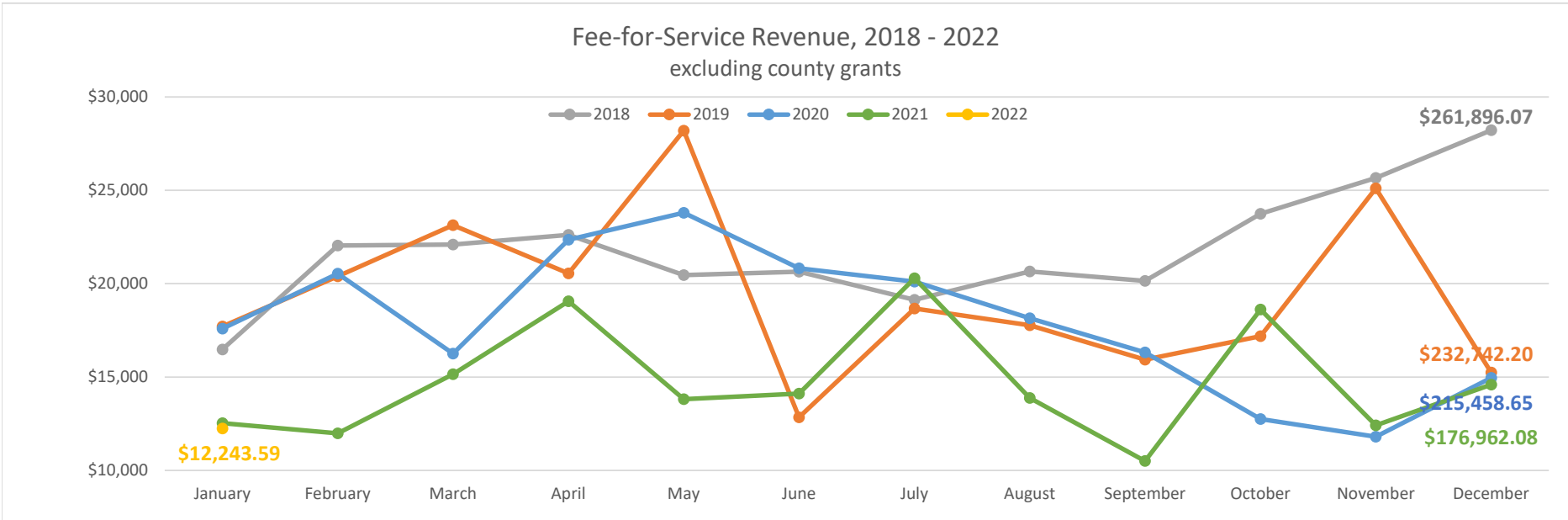
Respectfully submitted,
Jean Woodman, Corner House Board Secretary
Minutes approved March 9, 2022



Executive Director's report to Corner House Board

February 9, 2022

- Our annual fund raiser will be held April 30th at the Bedens Brook Country Club with a 1950s casino night theme along with a silent auction / tricky tray. This is change of venue and date from our original announcement
- Group therapy will continue to be held virtually.
- Clients are still increasingly coming to the agency for face-to-face services for individual and family therapy despite increase in Covid cases across the State.
- Outreach workers have been able to continue with face to face programming for the most part.
- Our part time position for office assistant has been filled with one of our long time employees Dale Young.
- Our CHF Direct Mail campaign has been successful in bringing funding to our foundation.
- Mental Health licensing process has begun and will continue to be a key agency goal in 2022.
- Corner House has contracted with Princeton Regional Schools to provide on site counseling at both Princeton High School and Princeton Middle School.
- We continue to offer Employee Assistance services .
- Our Electronic Health Records (EHR) is in the process of being developed to go live sometime in March.
- We are creating a video presentation to tell the story of the impact CH has had for 50 years in the community to be presented at the fundraiser in April. This includes former and current staff members.





PUBLIC MEETING NOTICE

NOTICE OF REORGANIZATION MEETING

CORNER HOUSE BOARD

NOTICE IS HEREBY given that the rescheduled reorganization meeting of the Corner House Board will be held on Wednesday, **February 9, 2022 at 6:00 PM** via videoconference using the following:

<https://us06web.zoom.us/j/81366199109?pwd=WjlkaWNIWE9pWXVWWmVsT1dRMUZEdz09>

Meeting ID: 813 6619 9109

Passcode: 427492

One tap mobile

+13126266799,,81366199109#,,,,*427492# US (Chicago)

+19292056099,,81366199109#,,,,*427492# US (New York)

If logging in to Zoom via computer or mobile device for the first time, please allow a few extra minutes to install the program (if using a computer) or app (if using a mobile device). Once you log in, you will be asked to enter your name and an email address.

The agenda to the extent known has been posted and formal action will be taken.

David A. Errickson

Executive Director, Corner House

1/19/2022

CORNER HOUSE BOARD

Reorganization Meeting Agenda

February 9, 2022

6:00 PM

By videoconference

Notice of this rescheduled Board meeting as required by Sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public. On January 19, 2022 public notice with a videoconference link and a draft agenda were posted on the municipal website. The notice was also published by Planet Princeton.

- I. **Welcome** – David Errickson, Executive Director
 - Introductions – Council Member Leighton Newlin is expected to be introduced.
 - Reorganization
 - o Nominations for chair – Danita Ishibashi and Wendy Perello are expected to be nominated as co-chairs.
 - o Chair/co-chairs assume the chair.
 - o Approval of regular meetings for 2022. The recent pattern has been to meet at 6:00 PM on the 2nd Wednesday of every other odd-numbered month, with no meeting in July.
 - March 9
 - May 11
 - No meeting in July
 - September 14
 - November 9
 - January 11, 2023 – reorganization
 - Approval of November 10, 2021 minutes
- II. **Director’s Report** – David Errickson 15 min.
 - **Financial Report** – Jean Woodman 5 min.
- III. **Municipal Liaison** – Leighton Newlin 5 min.
- IV. **Corner House Foundation and Development** –
 - Dr. Maritoni Shah, Tracy Kindelsperger 5 min.
- V. **Old Business**
 - Electronic Health Records
- VI. **Corner House Student Board**
- VII. **New Business**
- VIII. **Public Comment** – 2 minutes per speaker
- IX. **Adjournment**