

**MINUTES OF FEBRUARY 28, 2022 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 28, 2022; 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:

<b>Present:</b>	Mary Pat Angelini	Chairperson
	Steve Vardakis	Board Member
	Richard Higgins	Board Member
	Prem Sharma	Board Member
	Elizabeth Dunlap	Board Member
	Rafael Aviles	Board Member
	Robyn Barkow	Secretarial Assistant
<b>Guest:</b>	Eileen Lonergan	Acting Business Manager
	Dr. Jeff Uhl	Clinical Director
<b>Absent:</b>	David Kensler	Chief Executive Officer

Mrs. Angelini called the Board meeting to order at 10:30 a.m. Minutes were presented from the January 24, 2022, meeting and approved.

**DIRECTORS REPORT**

Dr. Uhl discussed the rapid spread of COVID-19 cases throughout the hospital for patients and staff in the month of January. The hospital needed a contingency staffing plan due to 20% of the personnel being out sick with COVID-19. Disciplines had to share in direct care functions along with assisting critical support services functions such as environmental and food services. Several meetings were held with hospital personnel and Management and the Unions to arrange coverage of all critical functions. Everyone pulled together and was able to provide all essential services.

In the midst of managing the Omicron Wave, hospital leadership identified a core clinical team to design and develop the Complex Needs Unit (CNU). The team began to review and finalize the program proposal and identify key needed personnel. Dr. Keisha Parkes, Director of Psychology began working with the team to identify prospective patients for transfer to the unit once it is in place.

The hospital began implementing Governor Murphy's Executive Order 283 mandating COVID-19 vaccines and boosters for all staff, contractors, and interns. The hospital implemented phase-one which ended January 31, 2022, which required everyone to complete a 1<sup>st</sup> dose or submit an exemption request for approval. The hospital achieved over 90%

compliance with first dosage of all staff. All others submitted exemption requests that are still pending approval.

**NEW BUSINESS**

Next meeting will be Mrs. Sharma's last Board meeting as she prepares to relocate to Boston. The request to add Linda Elias as an additional Board member is still at the Governor's office pending approval. We hope to have Mrs. Elias on board soon.

**OLD BUSINESS**

Ms. Lonergan reported on the Welfare and Our Store reports for the month of December, 2021.

**Welfare**

Beginning balance as of December 1, 2021, total Assets for the Welfare Fund = **40,222.39**  
Total additions to the fund for the month of December were **\$1.11**  
Less expenses and adjustments of **\$1,762.32**  
leaving a net decrease to the fund of **\$(1,761.21)**  
Ending Welfare balance as of December 31, 2021, totaled **\$38,461.18**

**Our Store**

Beginning balance as of December 1, 2021, total Assets for the "**Our Store**" fund = **71,738.26**  
Total additions to the fund for month December were **11,719.11**  
less expenses and adjustments of **5,331.52**, leaving a net increase to the fund of **6,387.49**  
Ending balance as December 31, 2021 = **\$78,125.75**

Meeting adjourned at 11:30am.

Attest: On file

Ms. Mary Pat Angelini, Chairperson  
Ann Klein Forensic Center  
Board of Trustees

*The next board meeting is scheduled for March 21, 2022*