

**MINUTES OF MAY 16, 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 May 16, 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 Richard Higgins Steve Vardakis Elizabeth Dunlap Rafael Aviles Dr. Jeff Uhl Robyn Barkow	Chairperson Board Member Board Member Board Member Board Member CDEO/Clinical Director Secretarial Assistant
<b>Guests:</b>	Carlos Torruellas,	Accountant 3
<b>Absent:</b>	David Kensler Eileen Lonergan	CEO, AKFC. Acting Business Manager

Mrs. Angelini called the Board meeting to order at 10:40 a.m. Minutes were presented from the March 16, 2022, meeting and approved. There was no quorum in April.

**DIRECTORS REPORTS: MARCH & APRIL**

**MARCH**

During the month of March, COVID-19 infections continued to stay low. 1/27/22 through 3/31/22, we had 60 days with no patient infections. (Future note, we have had both a staff and patient COVID infection in the month of April.) Due to the significant number of physical plant issues, the reclaiming of large programming spaces has been moved back by two weeks from 4/25 to 5/9. As reported in February, the goal is to free up enough large programming space to facilitate four units going to the Rehab wing. Along with increasing the availability of clinical services, this plan will also make the cleaning of the units more efficient and safer for our housekeeping staff. To help support the Rehabilitative Services Department, the clinical services of Nursing, Psychology and Social Work will provide all the services needed for one of the four large spaces. This includes two AM and two PM clinical periods, Monday through Friday. Staffing levels in many of the AKFC departments are a concern and is currently being given our focused attention and effort.

Update on the development of a Complex Needs Unit (CNU): the project team and AKFC's administrative leadership continue to meet weekly. Implementation objectives for April, May, and June have been clarified. At a high level, those objectives are as follows: April – finalize

training models and related training materials: May – begin training identified/available CNU staff; June - train staff on the DBT based “Color System.”

In brief, the Color System rewards (reinforces) patients for their level of competency in the adaptive skills they are being taught. The highest level is achieved when the patient is teaching/coaching other patients on the skills.

General Therapeutic Milieu Updates: Unit 8 had a very successful art show. Unit 7 is planning a chess tournament. Planning has begun for training the evening staff in IMR (in April) to increase the variety of evening programming and possible training of daytime staff in another formulary group for when the rehab program expands. An OT staff has been added to the Unit 4 rehab staff to intensify sensory programming on that unit. March Madness programming took place on select units in the Unity Room.

Vaccination compliance continues to improve. Percentage of staff fully vaccinated = 94%; Percentage of patients fully vaccinated = 80%. Of the staff fully vaccinated, the percentage boosted = 96%; Of the patients fully vaccinated, the percentage boosted = 93%.

### APRIL

Dr. Uhl and the Clinical Discipline leaders continued to reorganize the Rehab program schedule. Beginning in May, four units will be in the Rehab area during the morning and afternoon program blocks. This will significantly increase off unit programming. Nursing, Social Work, Psychology and other departments will be adding a menu of group services during these blocks in the Library and Annex area. Karen Alloway, DCEO has been working to relocate offices to reopen group rooms to accommodate these services.

The Nursing and Rehab Departments completed a web-based Illness Management and Recovery (IMR) training through Rutgers University Psychiatric Rehabilitation Department. Day shift nurses will each run an IMR group focused on using medication effectively.

### OLD BUSINESS

Carlos Torruellas of the Business Office reported on the Welfare and Our Store reports for the months of February and March, as well as the Welfare Funds Combining Balance and reconciliation statement for Fiscal year 2021 (FY) ending June 30, 2021, and the projected FY-23 Welfare Fund Budget Account report beginning July 1, 2022 – June 30, 2023. Chairwoman Mary Pat Angelini and CEO David Kensler signed off and approved on 5/6/22. (All end of year budget report details are filed with the Board Minutes).

### Welfare

#### **February**

Beginning balance as of February 1, total Assets for the Welfare Fund = **38,107.09**

Total additions to the fund for the month of February were **\$31.28**

Less expenses and adjustments of **\$0**

leaving a net increase to the fund of **\$31.28**

Ending Welfare balance as of February 28, 2022, totaled **\$38,138.37**

#### **March**

Beginning balance as of March 1, total Assets for the Welfare Fund = **38,138.37**

Total additions to the fund for the month of March were **\$5.42**

Less expenses and adjustments of **\$0**

leaving a net increase to the fund of **\$5.42**

Ending Welfare balance as of March 31, 2022, totaled **\$38,143.79**

**Our Store**

**February**

Beginning balance as of February 1, 2022, total Assets for the "**Our Store**" fund = **\$77,891.16**

Total additions to the fund for month February were = **\$9,544.17**

less expenses and adjustments of **\$8,714.51**, leaving a net increase to the fund of **\$829.66**

Ending balance as February 28, 2022, = **\$78,720.82**

**March**

Beginning balance as of March 1, 2022, total Assets for the "**Our Store**" fund = **\$78,720.82**

Total additions to the fund for month March were = **\$10,823.04**

less expenses and adjustments of **\$10,487.14**, leaving a net increase to the fund of **\$335.90**

Ending balance as March 31, 2022, = **\$79,056.72**

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 June 20, 2022*