

The Arc of Amador and Calaveras

Board Meeting Minutes

June 27<sup>th</sup>, 2022

This meeting was held remotely via Zoom due to the Pandemic.

**BOARD:**

Lynn Thompson  
Jonathan Zahodne  
Dawn Burcio  
Graciela Hurtado  
Jacquelyn Fletcher  
Grant Reynolds  
Carol Smith  
Eric Figel

**ABSENT:**

Josef Bisagno

**MANAGERS:**

Karyn Gregorius, ED  
Lurali Moore, DoO  
Linda Raddiff, CFO  
Ericka Beltran, Director of Calaveras  
Ileshia Knigge, Director of SEP  
Jerrell Blake, Director of Amador

Meeting called to order by Jacquelyn F. at 5:01PM.

Motion to approve the Agenda made by Lynn T. and seconded by Dawn B. Passed unanimously.

Motion to approve the May 23<sup>rd</sup> Meeting Minutes made by Dawn B. and seconded by Carol S. Passed unanimously.

**Managers Reports:**

**Calaveras:** Ericka expressed her appreciation for the Board and thanked Eric F. for serving. Calaveras folks are anxiously waiting to re-open full time, in the mean time they are doing fun science experiments and learning. There were no questions in regards to Ericka's report.

**Supported Employment:** It's been a pretty busy few months for the SEP team. Ileshia congratulated Jonathan Z. on his upcoming graduation from the Supported Employment program! There were no questions in regards to Ileshia's report.

**Amador:** The Amador folks are trying to transition back to normal as much as they can, a lot of consumers have been able to work and pick their classes. The Arc consumers and staff attended a Celebration of Life for Carolyn and hosted the annual Ability Experience Friendship visit this month. There were no questions in regards to Jerry's report.

**Director of Operations:** Lurali shared some minor changes to her report. A couple of vehicles have recalls which are scheduled to get taken care of. The new truck is repaired, but is one of the vehicles that is being recalled. We have had a lot of COVID-19 positives and paperwork to go along with it. There were no questions in regards to Lurali's report.

**Executive Director:** Karyn thanked the Board for another fantastic year of many successes and support and thanked them for serving. It has been a busy month with a lot of COVID-19 testing along with paperwork and deadlines before the end of the month. Our HCBS paperwork is submitted and the

validation process was similar to what we do for CARF. There were no questions in regards to Karyn's report.

**Change of COBRA Administration** – We currently use BRI (Benefit Resource) for COBRA administration. They handle notifications and assist former full time employees who want to continue their medical coverage and other insurance benefits, as well as the FSA Cafeteria Plan for current full time employees. It costs \$50 a month for BRI to administer COBRA. Cal Nonprofits will do it all for free as part of their services since transitioned our medical insurance to them. Motion to approve change of COBRA administration from BRI to Cal Nonprofits made by Grant R. and seconded by Lynn T. Passed unanimously.

**Sutter creek Internal Wi-Fi and Telephone Upgrades** – AT&T's WIFI and telephone system upgrade proposals were presented and discussed. We are currently in the process of having a fiber line put in to upgrade our Wi-Fi. We need to have that in place in order to update our phone system. We need new phones as our current system doesn't operate well or support the new technology. This will be an investment for the future of The Arc as we continue to upgrade technology throughout the years. Motion to approve AT&T's proposal to upgrade the Sutter Creek Wi-Fi and telephone systems (including one time and monthly costs) made by Dawn B. and seconded by Graciela N. Passed unanimously.

**Old Business:**

**Committee Reports –**

**Nomination Committee:** We have two new members joining the Board, welcome Kimo K. and Lottie T.!! Everyone thanked Eric F. for his dedication and time while serving on the Board the past two years. The election slate was reviewed and discussed.

- Carol S., Dawn B. and Lynni T. are up for renewal at this year's elections.
- Josef B., Jacquelyn F., Graciela H., Grant R. and Jonathan Z. each have one year left on their term.
- The officer positions open for this election are the Vice President and Secretary position(s).

**New Business:**

It was agreed that the last Monday of each month at 5:30PM works for everyone for this Fiscal Year's scheduled Board meetings.

**Upcoming Events:**

- Giving Tuesday – November 29<sup>th</sup> (details and time TBD)
- 17<sup>th</sup> Annual ArCreations! Art Show & Sale / 51<sup>st</sup> Annual Holiday Raffle – December 3<sup>rd</sup>, Amador Campus (time TBD)

Motion to adjourn the meeting at 5:43PM to proceed to the Annual Membership meeting.