

**MINUTES OF MARCH 21, 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 March 21, 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>	Richard Higgins	Board Member
	Steve Vardakis	Board Member
	Prem Sharma	Board Member
	Elizabeth Dunlap	Board Member
	Rafael Aviles	Board Member
	David Kensler	CEO, AKFC.
	Robyn Barkow	Secretarial Assistant
<b>Guests:</b>	Eileen Lonergan	Acting Business Manager
	Dr. Jeff Uhl	Clinical Director
<b>Absent:</b>	Mary Pat Angelini	Chairperson

Mr. Higgins called the Board meeting to order at 10:40 a.m. Minutes were presented from the February 28, 2022, meeting and approved.

**DIRECTORS REPORT**

Dr. Uhl informed the Board that the month of February saw a rapid decrease in COVID-19 cases in both patients and staff. As of 3/18 it has been 18 days since our last staff infection and 42 days since our last patient infection. As a result of this improvement, AKFC leadership has begun to make plans to reclaim some of the large programming spaces and move staff offices that currently occupy those spaces to other locations in the hospital. Available space at TPH is also being considered. 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. The two additional large spaces currently being targeted are the library, with the attached Library Annex and the Workshop with the Socialization Room. Pairing the large space with the proximal smaller spaces will allow clinicians to break the patients down into smaller and more manageable groups. The smallest of the two spaces will be used for group therapy and the larger areas for programming that requires less focus and attention from the patients, i.e., psychoeducation programming with behavioral practice.

Update on the development of a Complex Needs Unit (CNU): the project team and AKFC Administrative Leadership identified Unit 1B as the unit that will house the CNU. This is a

fifteen-bed unit and currently houses our female patients. The female patients will move to Unit 7. This is a 25-bed unit. This change will help AKFC better meet the demand from the community for more female beds. The project team has begun attending regular planning meetings with the outside consultant. The hope is that an implementation timeline and training plan will be complete by the end of March.

Vaccination compliance continues to improve. Percentage of staff fully vaccinated = 90%; Percentage of patients fully vaccinated = 79% (82% of patients have had at least one dose.). Of the staff fully vaccinated, the percentage boosted = 97%; Of the patients fully vaccinated, the percentage boosted = 91%.

### **NEW BUSINESS**

The Board Members said their farewells to Board Member, Prem Sharma, as she begins the next chapter of her life in Boston.

### **OLD BUSINESS**

Ms. Lonergan reported on the Welfare and Our Store reports for the month of January 2022.

#### **Welfare**

Beginning balance as of January 1, 2022, total Assets for the Welfare Fund = **38,461.18**  
Total additions to the fund for the month of January were **\$63.31**  
Less expenses and adjustments of **\$417.40**  
leaving a net decrease to the fund of **\$(354.09)**  
Ending Welfare balance as of January 31, 2022, totaled **\$38,107.09**

#### **Our Store**

Beginning balance as of January 1, 2022, total Assets for the "**Our Store**" fund = **78,125.75**  
Total additions to the fund for month January were = **9,286.12**  
less expenses and adjustments of **9,520.71**, leaving a net decrease to the fund of **(234.59)**  
Ending balance as January 31, 2022, = **\$77,891.16**

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 April 18, 2022*

**FOR YOUR INFORMATION:** These minutes will not become official until they are formally acted upon at the next Board meeting.