

**MINUTES OF APRIL 15, 2024, 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 April 15, 2024; pursuant to notice duly given. Notice of the Board Meeting is sent to the Department of Health, Division of Behavioral Health Services, Office of the Commissioner.

The following members were present:

Present:	Richard Higgins	Chairman
	Steve Vardakis	Board Member
	Rafael Aviles	Board Member
	Linda Elias	Board Member
	Kesha Parkes-Williams	Deputy CEO/Clinical
	Karen Alloway	Deputy CEO/Support
	Cheryl Thompson	Board Secretary
Absent:	Robyn Barkow	Executive Assistant 3
Guests:	Eileen Lonergan	Business Manager

Mr. Higgins called the Board meeting to order at 10:35 a.m. Minutes were presented from the March 18, 2024, meeting and approved.

NEW BUSINESS

The Board Members welcomed AKFC's new Chief Executive Officer, Dr. Sajitha Sutton, Psy.D. Dr. Sutton discussed her experience and background and then had a round robin with the Board and took a brief tour of the hospital's new sensory room.

DIRECTORS REPORT FOR MARCH

Dr. Sutton discussed how the Rehab department onboarded a new Senior Therapy Program Assistant in the month of March. Additionally, Good Friday services were held on each unit on 3/29. Twenty-three patients participated in Ramadan and had the opportunity to attend services with the IMAM. Furthermore, there were 8 trips to the food store on campus (The Trading Post) where 4 patients from The Token Economy Unit ate lunch there twice. These trips act as an initial step in ascertaining patient's readiness for discharge.

Ms. Lonergan presented the Welfare Budget Reports for the month of February 2024.

Beginning balance as of **February 1**, total Assets for Welfare fund = **\$30,567.26**

Total additions to the fund for the month of February were **\$15,088.17**

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

leaving a net increase to the fund of **\$15,088.17**

Ending Our Store balance as of **February 29, 2024**, totaled **\$45,655.43**.

Ms. Lonergan presented the “Our Store” Budget Reports for the month of February 2024

Beginning balance as of **February 1**, total Assets for Our Store = **\$88,294.12**

Total additions to the store for the month of February was **\$9,728.14**

Less expenses and adjustments of **\$34,504.84**

leaving a net decrease to the fund of **\$ (24,776.70)**

Ending Our Store balance as of **February 29, 2024**, totaled **\$63,517.42**.

Meeting adjourned at 11:00am.

Attest: On file

Mr. Richard Higgins, Chairperson
Ann Klein Forensic Center
Board of Trustees

The next board meeting is scheduled for May 20, 2024