



**DEEP RIVER VISITING NURSES**  
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Minutes – Regular Meeting – 13 January 2010

Attendance: Kathleen Capuciatì Rick Daniels Joanne Grabek  
Ray Lebert Stephanie Taylor Candy Marien  
Cathy Angiers

Excused: Audrey Taber

This regular meeting was called to order at 7:45 pm by Rick Daniels

Secretary's Report

The minutes of the last meeting on 18 November 2009 were reviewed. It was noted that Barbara Famiglietti was listed as excused, while she had resigned from the board a few months ago.

A motion was made by Joanne Grabek and seconded by Stephanie Taylor to approve the secretary's report, as corrected.

**APPROVED 5-0.**

Treasurer's Report

The current revenues and expenses were reviewed and the current status of billing was discussed.

Administrator / Supervisor's Report

Administrative

These past two months have been extremely busy administratively. I was asked to attend a meeting of the VNA Study Committee on December 18<sup>th</sup> to answer questions that the committee had sent to me. I have provided each of you with a copy of my report to the committee. Subsequent to that meeting, I have been accused of not providing answers to all of their questions, but that is not the case at all. I welcome any additional questions they may have for me and did state that at the meeting. Should any of you have any further questions for me, after reading my report to them, please feel free to ask me.

We had a PAC committee meeting on December 29<sup>th</sup>. There was a discussion and review of Oasis-C and approval of the new forms needed to conduct business as of January 1<sup>st</sup>. The forms have lengthened considerably, going from 18 pages to 34 for a start of care Oasis – just as an example.

Social Services

I'm sure that I do not have to tell you that this agency is very busy during the holiday season. This was my fourth year of "Holiday Baskets" and I was amazed – not only at the number of people needing help, but the amount of effort and generosity required to render that help. We bought, separated, organized, wrapped, cooked and distributed food and gifts for over 200 people, of whom 82 were children under the age of 18. Additionally, we were the area coordinators once again of Warm the Children for Deep River, which provided warm clothing to 68 children during the same time. Also, thrown into the mix in this office were the applications for fuel assistance, two Protective Services investigations, and a Probate Conservatorship hearing – all in addition to the medical/home care case load.

Public Health

Cathy, Carol and I worked at the H1N1 clinic in Old Saybrook on December 14<sup>th</sup> at the request of the Public Health District. We provided this service at no charge to the Health District. All other agencies i.e. Lower Valley, VNASCC, charge for their services at this clinic.

A motion was made by Ray Lebert and seconded by Stephanie Taylor to approve the administrator / supervisor's report as presented. **APPROVED 5-0.**

### Old Business

The VNA Study Committee presented its report to the boards of selectmen and finance but did not allow participation by the representatives of the VNA or the public. It is believed that there are several inaccuracies in the report as well as important information which was not included.

A letter from the selectmen, dated 28 December 2009, was discussed. They are requesting information regarding the \$52,000 in un-recoverable revenue. Copies of the correspondence from McBee and Associates will be provided to the selectmen. They are also requesting that they be provided with information about the creation and maintenance of the Memorial Fund account. At the selectmen's meeting held on 12 January 2010 the board stated that they would like the town's auditors to review the issues surrounding the memorial fund. They will contact us when the meeting has been arranged. At that same meeting, they stated they will be requesting more information in the coming days. Rick Daniels stated that he delivered a letter to the selectmen's office, this morning, requesting information regarding the cost of employee benefits as well as a copy of all of the documents in a recently discovered notebook, which was delivered to the selectmen by the study committee. This information, which was previously requested from the committee, was not provided as requested.

### New Business

Elections: A motion was made by Stephanie Taylor and seconded by Joanne Grabek to elect the following:

Rick Daniels – President

Stephanie Taylor – Vice President

Ray Lebert – Treasurer

The secretary's position will remain open, temporarily, due to the absence of Audrey Taber.

APPROVED 5-0.

Personnel: Cathy Angiers attended the meeting to inform the board of her displeasure with the recent VNA Study Committee report, as well as statements by the first selectman. She notified the board that she has contacted the union's attorney as well as a labor attorney, to protect her legal rights. The board informed her that they are still seeking a resolution to the issues raised.

### Executive Session - Personnel

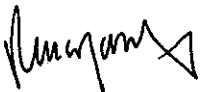
A motion was made by Ray Lebert and seconded by Kathleen Capuciati to move in to executive session at 8:45pm.

APPROVED 5-0.

### Adjournment

There being no further business, a motion was made by Joanne Grabek and seconded by Ray Lebert to end the executive session and adjourn this meeting. **APPROVED 5-0.**

This regular meeting was adjourned at 9:55 pm.



Richard R. Daniels, Jr.  
President – Board of Directors