

CORNER HOUSE BOARD
APPROVED REGULAR MEETING MINUTES
May 11, 2022
by videoconference

Members in attendance: Danita Ishibashi (co-chair), Leah McDonald, Leighton Newlin, Joann Parker.

Student Representatives: none.

Staff in attendance: David Errickson, Jean Woodman.

- I. Danita Ishibashi called the meeting to order at 6:03 PM and read the following notice into the record.

Notice of this regular Board meeting as required by Sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public. On May 6, 2022 public notice with a videoconference link and a draft agenda were posted on the municipal website.

- a. Introductions – none.
 - b. Ms. Ishibashi noted a quorum was not yet present. The minutes of the March 9, 2022 meeting were postponed until a fourth Board member could arrive.
- II. Director’s Report – Dave Errickson. See attachment A for details.
 - a. Dave Errickson described the unannounced state licensing audit. The greatest concern is that the licensing auditors stated a separate adolescent treatment license is required. It appears that Corner House’s existence predates this requirement, but the agency will now have to submit a formal application for an adolescent substance use disorder license. Mr. Errickson informed the Board that, if the Corner House encounters any difficulties, he will ask the Board to help contact officials who can support the license application. The Board discussed informing Rep. Bonnie Watson Coleman now but decided not to take that action at this time. The Board discussed the disruptive nature of the audit.

At this point Joann Parker arrived and the Board proceeded to Item I.b. Approval of Minutes. The minutes of the February 9, 2022 meeting were approved. Motion Leighton Newlin, second Leah McDonald, approved by show of hands (Ishibashi, McDonald, Newlin, Parker).

- b. Financial Report: Jean Woodman reviewed the April 2022 clinical revenue report and noted she has committed to redesigning the reports to look more like standard financial reports this summer. The Board asked for the amounts received from Princeton Public Schools for Mental Health services.
- III. Municipal Liaison – Leighton Newlin noted his participation in the Cannabis Task Force meetings; the next discussion will be held May 17. Dave Errickson reported he had, at the Mayor’s request, written a letter emphasizing Corner House’s neutrality on retail cannabis and the agency’s commitment to treatment. Mr. Errickson reported the letter has prompted derogatory responses from Tom Pyle, Board President of Mercer County NAMI. After Mr. Pyle sent Council Member Eve Niedergang photos of people outside a Lawrenceville cannabis dispensary and labeled one person “Pot Head,” Mr. Errickson reported this action to the State office of NAMI, because Mr. Pyle states he represents Mercer NAMI, which has also taken a neutral status on cannabis.

- IV. Corner House Foundation and Development – Tracy Kindelsperger, Coordinator of Grants & Development, was unable to attend but sent a report. See Attachment B for details.
- a. Spring Benefit: The Benefit has netted \$53,321.57 to date, with donations still coming in. The “ask” portion of the event raised \$20,000. Board members commented on the pleasant atmosphere, the excellent video, and the need for community agencies like Corner House.
 - b. Current grant applications: Dave Errickson and Jean Woodman described the grant application that would allow the Outreach students to attend the Lindsey Meyer Summer Leadership Conference, and the benefit these conferences for leadership development. We are applying to the Bunbury Fund for funds to build our Mental Health.
 - c. Dave noted Outreach Coordinator Denise Spivey, a Corner House alumna, is a prime example of how our programs build solid leaders.
- V. Corner House Student Board: No student representatives were present this evening.
- VI. Old Business:
- a. Electronic Health Records (EHR). Dave Errickson reported the staff is starting to use Zoobook. There have been some challenges as staff become accustomed to it, as well as some technical difficulties on Zoobook’s side, but Zoobook and the staff are working through them. Anecdotally, staff have reported benefits from Zoobook’s reminders to write progress notes and reports promptly. The Board clarified that Zoobook is for staff; it is not a client portal.
 - b. The Mental Health update was covered in the Director’s Report.
- VII. New Business
- a. There was no new business, but Dave Errickson noted the Board will be asked to vote by email on the new mission statement once the subcommittee has finalized it.
- VIII. Public Comment – none offered.
- IX. Adjournment
- a. The meeting was adjourned at 6:44 PM. Motion Joann Parker, second Leighton Newlin, approved by voice vote (Ishibashi, McDonald, Newlin, Parker).

Meeting schedule for 2022:

- No meeting in July
- September 14
- November 9
- January 11, 2023 – reorganization

Respectfully submitted,
Jean Woodman, Corner House Board Secretary
Minutes approved September 14, 2022

Corner House Board Meeting 05/11/2022

Executive Director's Report



Annual Fundraiser – 50 year anniversary celebration

Our annual fundraiser was a great success. With much hard work from CH staff and CHF Board members, we were able to work through many logistical obstacles to have a great evening. Cheers to 50 Years- Netted \$53,321.57-with more donations coming in. The “ask” brought in \$20,000.00. We submitted our application for the PADA funding for the Summer Leadership Conference for out Outreach students, which is an additional \$9,244.00 in restricted dollars (restricted to send students to the Lindsey Meyer Summer Leadership Conference.) The Foundation will also be applying to the PACF Community Impact Grant Fund for \$10,000 in general operating support and an additional grant will be submitted to the PACF Bunbury fund to support out expansion into mental health.

Mission Statement Subcommittee Update

Corner House has developed a 9-person subcommittee to focus exclusively on the need to revise the agency mission statement. This subcommittee is made up of Corner House board members, Corner House Foundation members and Corner House staff members. Corner House has rebranded it's logo and modified its mission statement over the years to reflect and adequately describe our programs and activities. The Subcommittee has narrowed the mission statement to 2 final drafts and will be completed this month. Once the completed version has been finalized, it will be presented to the CH Board and the CHF Board for approval.

Princeton Regional School Based Counseling Services

Corner House has continued to provided two (2) masters-level mental health counselors on-site at Princeton High School and Princeton Middle School for two days a week at each location for a total of four (4) days of service. This project continues to be quite successful in meeting student's needs of developing effective coping skills as it relates to acute stress and self-care. Talks of resuming in the fall will hopefully happen at the end of the school year.

Mental Health Licensure Application

Target date for completion and submission of the application has been moved to 07/01/22. Target date for provisional licensure is still set for 12/31/2022.

Electronic Health Records at Corner House

Live launch is underway and all the staff have been trained. Complications with data migration continue to be worked through from the vendor.

Office of Licensing Audit

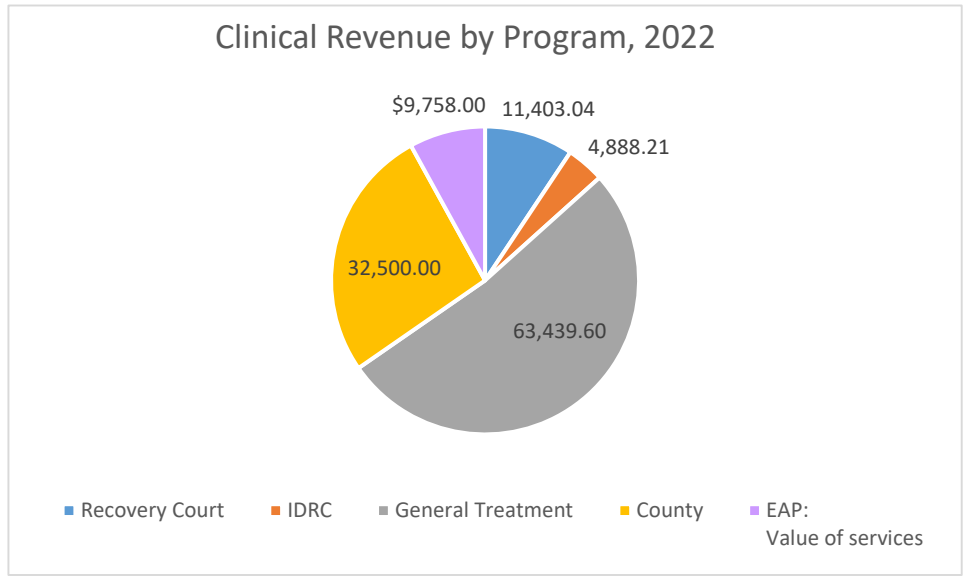
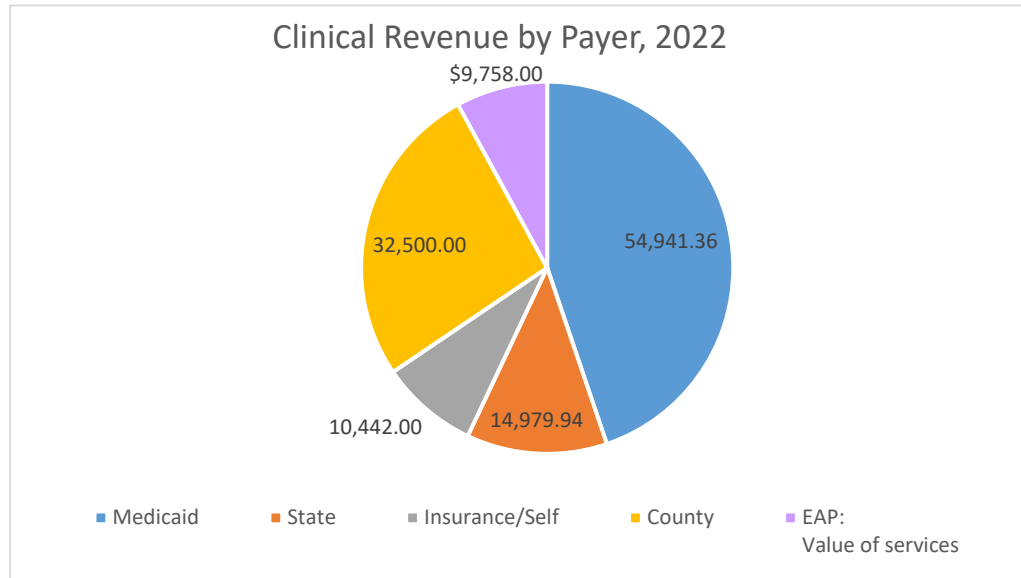
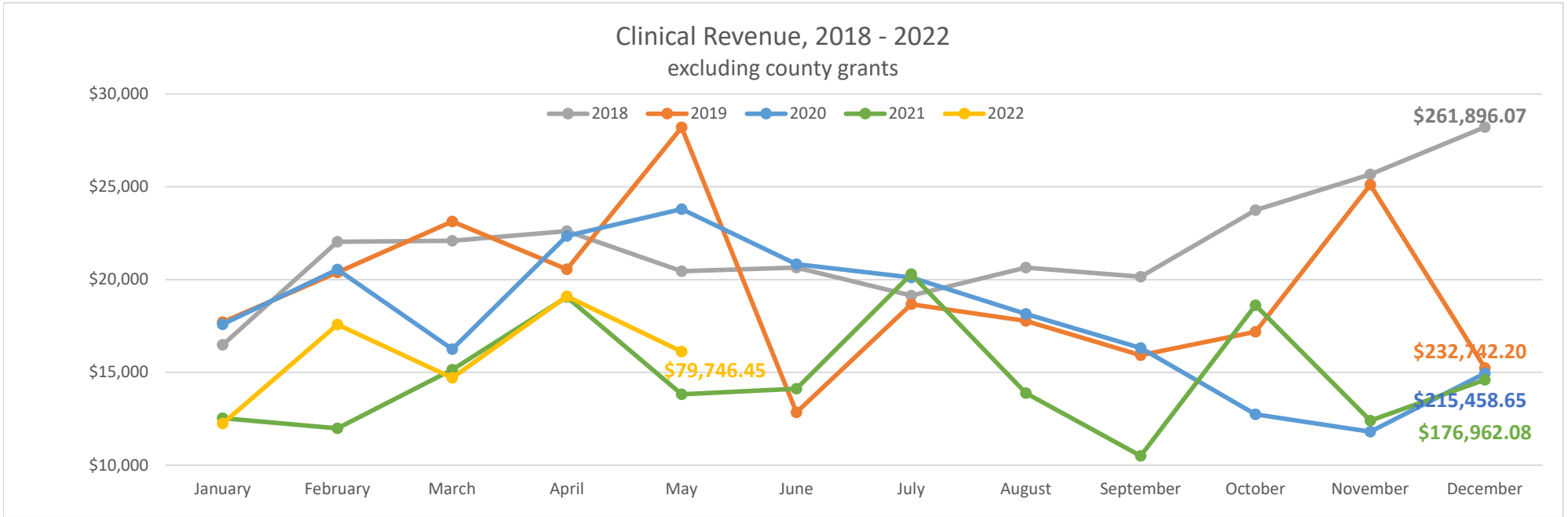
The State Office of Licensing for substance abuse treatment came to CH for an unannounced site visit on Thursday 05/05/22 and 05/06/22. Many items that were requested are not currently in the state ambulatory regulations. The audit was extremely disruptive to the organizations operations. The state did not know that Corner House provides services to adolescents despite our 50 year history of doing so. This appears to be an issue for many agencies that have been in business for a long time. Resolution to this issue will be worked through with the State.

Princeton Library and Corner House Collaboration

Corner House and the Princeton Library are working together on a webinar focused on substance use disorder and mental health treatment access and information. This will be held in September 2022, which is National Recovery Awareness month. A panel of content experts from Corner House and a moderator from the Library is the current concept. Further development of this will be focused on between now and then. In addition, Corner House and the Library will continue to collaborate together to provide ongoing community services, awareness, and events for the community.

Adult Intensive Outpatient

The Corner House Adult Intensive Outpatient is currently resuming via face to face services on-site at the agency.



Value of all clinical services provided by Corner House in 2022: \$ 122,004



PUBLIC MEETING NOTICE

NOTICE OF REGULAR MEETING

CORNER HOUSE BOARD

NOTICE IS HEREBY given that the regular meeting of the Corner House Board will be held on Wednesday, **May 11 2022 at 6:00 PM** via videoconference using the following:

Join Zoom Meeting
<https://us06web.zoom.us/j/81118833480>
Meeting ID: 811 1883 3480
One tap mobile
+13017158592,,81118833480# US (Washington DC)
+13126266799,,81118833480# US (Chicago)

If logging in to Zoom via computer or mobile device for the first time, please allow a few extra minutes to install the program (if using a computer) or app (if using a mobile device). Once you log in, you will be asked to enter your name and an email address.

The agenda to the extent known has been posted and formal action may be taken.

David A. Errickson

Executive Director, Corner House

5/6/2022

CORNER HOUSE BOARD

DRAFT Regular Meeting Agenda

May 11, 2022

6:00 PM

By videoconference

Notice of this rescheduled Board meeting as required by Sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public. On May 6, 2022 public notice with a videoconference link and a draft agenda were posted on the municipal website.

- I. **Call to Order** – Danita Ishibashi and Wendy Perello, co-chairs
 - Introductions --
 - Approval of March 9, 2022 minutes
- II. **Director’s Report** – David Errickson 15 min.
 - **Financial Report and Review** – Jean Woodman 15 min.
- III. **Municipal Liaison** – Leighton Newlin 5 min.
- IV. **Corner House Foundation and Development** –
 - Dr. Maritoni Shah, Tracy Kindelsperger 5 min.
- V. **Corner House Student Board**
- VI. **Old Business**
 - Electronic Health Records progress
 - Mental Health license application – mission statement revisions
- VII. **New Business**
- VIII. **Public Comment** – 2 minutes per speaker
- IX. **Adjournment**