

CORNER HOUSE BOARD
DRAFT MEETING MINUTES
September 14, 2022
by videoconference

Note: The Board reviewed these draft minutes on November 9, 2022 and corrected Item II.d. to show that Corner House has a Substance Abuse Agency license. Due to lack of a quorum, these minutes have not yet been approved. Approval is scheduled for the January 11, 2023 meeting.

Members in attendance: Danita Ishibashi (co-chair), Wendy Jolley, Cecilia Mathews, Leah McDonald, Leighton Newlin, Joanne Parker.

Excused: Wendy Perello (co-chair)

Student Representatives: Reed Dillon PDS, Junkai Gong (PHS), Michael Zebrowski (PDS).

Staff in attendance: David Errickson, Tracy Kindelsperger, Jean Woodman.

Guests: None.

- I. Danita Ishibashi opened the meeting at 6:04 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 September 9, 2022 public notice with a videoconference link and a draft agenda were posted on the municipal website.

- a. Introductions – The Board welcomed Reed Dillon, Junkai Gong, and Michael Zebrowski from the Corner House Student Board.
 - b. The May 11 minutes were approved as presented. Motion Wendy Jolley, second Cecilia Mathews, approved by show of hands without dissent.
- II. Director’s Report – Dave Errickson – see attached report, also shared screen.
- a. First time at Lindsey Meyer Teen Institute – Sam Nelson chaperoned 4 Outreach students for this formative experience using the mental health grant from GCADA.
 - b. The Leadership Institute returned to Princeton University as a 2 ½ day event, without overnights. More than 70 students from the 4 high schools are participating in Leadership programs this year, so the current challenge is finding large meeting rooms.
 - c. Dave is developing opportunities to increase Corner House’s visibility in the community.
 - i. As part of Recovery Awareness Month, Dave will participate in the Mayor’s Wellness discussion panel at the Princeton Public Library on September 21, featuring the book “Why Don’t You Talk to Someone?” by Lori Gottlieb.
 - ii. The County has approached Princeton Public Library about hosting Naloxone training at the library. Library staff have asked Corner House to assist with a community presentation on the opioid crisis. Council Member Newlin noted discussion of Naloxone should note that using it does not guarantee opioid overdose reversal.
 - iii. Dave will be Mayor Freda’s guest on the Mayor’s podcast on September 23.
 - d. Dave outlined the ongoing issues with getting a violation-free elevator certificate. The matter continues to delay our Substance Abuse Agency license, which in turn, has

delayed application for a Mental Health license. It might also take 9 months to get a Mental Health license once the application is complete. The target date is still 2023.

- e. Staff continue to work with Zoobook Systems to implement our Electronic Health Records (EHR) system.
 - f. Three clinical interns, all second-year, have started and are preparing to see clients.
 - g. Corner House now offers primarily face-to-face services, with a few clients on telehealth. We also re-launched our Intensive Outpatient program this week.
 - h. Dave has met with the Corner House Foundation about marketing.
- III. Municipal Liaison – Council Member Newlin asked about Narcan® and Fentanyl. The Board discussed the importance of providing realistic expectations for the community, particularly students, about Narcan® since it does not magically reverse all overdoses. He also asked if the Corner House Board or staff could summarize “5 points” for him to share at Council meetings so he can keep the community aware of Corner House’s work. Dave will work with Leighton to develop talking points.
- IV. Financial Report: Jean presented the current clinical revenue, noting the complexities of presenting a basic overview when Corner House is supported by revenue, the municipal budget, contracts, grants, and the Corner House Foundation. The Board discussed the mental health treatment offered in the Princeton Middle School and Princeton High School. Even though the contract ran only through June, the connections were good for Corner House and the student community. For example, students at the summer Youth Police Academy recognized Claudia Brzoza as one of our clinicians. Council Member Newlin asked to meet with Dave, Jean, and Tracy about the full financial picture so he can advocate appropriately.
- V. Corner House Foundation and Development – Tracy Kindelsperger, Coordinator of Grants & Development:
- a. Tracy highlighted the positive impact the Lindsey Meyer Teen Institute had on the four Outreach students who attended. They have already thought of ways for Prevention and Outreach to work together during the year.
 - b. Tracy shared photos of the Leadership Institute and summarized the work the students did to get started for the presentations they will give and the activities they will sponsor during the school year.
 - c. As we prepare for the fall Direct Mail campaign, a Foundation subcommittee is reviewing contact lists to delete names of people who have moved away or lost interest, as well as names of people who might be interested in supporting Corner House.
 - d. The Spring Gala subcommittee has begun to meet.
- VI. Corner House Student Board – Reed Dillon shared that CHSB had their first school-year meeting yesterday. All-City Dodgeball is scheduled for Friday, November 4. An *a capella* night at the Princeton Public Library will be scheduled for a Friday in December. The annual Open Mic night will be held at Small World Café in February. Dave noted he ran into Capt. John Bucchere who stated the police are eager to renew the Police-vs.-Fire Department game.
- VII. Old Business – The EHR and Mental Health license were both discussed during the Executive Director’s Report. Dave noted he hopes to bring a mission statement to the Board soon.

- VIII. New Business – Dave presented a proposed fee schedule, increasing the base fee for an individual session by about 16% to \$125 per session, still well below market rate. Dave also presented a sliding-scale fee schedule, based on income, that would be used for those few clients whose incomes disqualify them for other funding. Dave expects to present a final version of the fee schedule for a vote at the November 9 meeting. The Board affirmed the need to keep Corner House fees affordable.
- IX. Public Comment – No members of the public attended.
- X. Adjournment
 - a. The meeting adjourned at 7:08 PM. Motion Wendy Jolley, second Leighton Newlin, approved by show of hands without dissent.

Last regular meeting for 2021: Wednesday, November 9, 2022 at 6:00 PM.

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



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, **September 14, 2022 at 6:00 PM** via videoconference using the following:

Join Zoom Meeting
<https://us06web.zoom.us/j/83699277081>
Meeting ID: 836 9927 7081
One tap mobile
+19292056099,,83699277081# US (New York)
+13017158592,,83699277081# US (Washington DC)

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

9/9/2022

CORNER HOUSE BOARD

Regular Meeting Agenda

September 14, 2022

6:00 PM

By videoconference

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 September 9, 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 – Student Board members Reed Dillon, Junka Gong, & Michael Zebrowski
 - Approval of May 11 2022 minutes
- II. **Director’s Report** – David Errickson 15 min.
 - **Financial Report and Review** – Jean Woodman 5 min.
- III. **Municipal Liaison** – Leighton Newlin 5 min.
- IV. **Corner House Foundation and Development** – 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**
 - Revisions to clinical fees
- VIII. **Public Comment** – 2 minutes per speaker
- IX. **Adjournment**

Corner House Board Meeting

Executive Director's Report 09/14/2022



Outreach

This past August our new Outreach Worker (Sam Nelson) took four Princeton teens to a 5-day overnight program known as the Lindsey Meyer Teen Institute (LMTI). This is a youth leadership program on a mission to MAKE CHANGE. A program of Partners in Prevention, their mission is to guide young people to realize their leadership potential and become empowered to create positive changes in themselves, in their schools, and in their communities. Dedicated to providing young people with opportunities to become strong leaders. At LMTI, it is firmly believed that middle and high school students are not the leaders of tomorrow, but rather they are the leaders of TODAY. New Jersey students know best what challenges exist in their schools and communities; they are the ones who walk through the hallways and down the streets each day. Accordingly, they must be the ones to create change. Through LMTI, students learn to look at challenges not as roadblocks to be feared or ignored, but as opportunities to be embraced and overcome.

Leadership Institute 2022

In August Corner House held its annual Leadership Institute on the Princeton University Campus. 71 high school students participated for 3 full days. Students from all 4 Princeton High Schools were represented. This past Tuesday evening was the launch of our leadership groups (TAG – Teen Advisory Group, Corner House Student Board and GAIA -Growing Up Accepted as an Individual in America).

Library Book Club as part of the Mayor's Wellness Campaign and book discussion series

Corner House will be co-hosting a book discussion on September 21, 2022 to discuss the book “Maybe You Should Talk to Someone: A Therapist, Her Therapist, and Our Lives Revealed” by Lori Gottlieb. There will be a live book discussion in the morning at the Library and an evening discussion virtually on Zoom.

Mayor's Podcast

On 09/23/22 Corner House will be featured on Mayor Freda's Podcast to share Corner House's story with the community. The interview will be conducted by the Mayor with the Executive Director of Corner House.

Division of Certificate of Need & Licensing – Behavioral Health N.J. Department of Health

Our May Substance Abuse Treatment Licensing audit revealed an outdated elevator inspection in the Monument Hall Building. This placed us in a conditional licensing status until an updated certificate was submitted to the Office of Licensing. Public Works has oversight to the elevators in the Municipality. An inspection conducted in July resulted in a temporary certificate due to a broken telephone in the elevator. The temporary elevator inspection was not accepted by the Office of Licensing which has kept us in a conditional license status. The elevator phone has since been repaired and reinspected. However, the State Office of Community Affairs has yet to issue the new certificate.

Mental Health Licensure Application

Target date for completion and submission of the application is now set to be completed by 12/31/22. Original target date was pushed back to due the need for corrective actions from our Substance Abuse licensing Audit held in May.

Electronic Health Records at Corner House

Live launch date was 03/21/2022.

The structure and sum of the funding Corner House will receive from the State for the EHR is as follows:

Milestone 1 – Signing the NJII Participation Agreement and a contract with an EHR vendor - \$5,000

Milestone 2 – Tier 1 -Go Live with 2015 Certified EHR - \$20,000 or Tier 2- Upgrade to 2015 Certified of EHR

Milestone 3 – Connection with New Jersey Health Information Network - \$7,500

Milestone 4 – Interface connection to the NJ Prescription Monitoring Program - \$5,000

Milestone 5 – Connection with NJSAMS - \$5,000

Corner House has met the first 2 milestones in state funding for the EHR.

Graduate Interns at Corner House

Three social work graduate students will be started their clinical internships on Monday 08/29/22 and will be at Corner House until April 2023.

Kenneth Bae – MSW student Kean University

Olivia Allen – MSW student Rutgers University

Andrea Kristensen – MSW student Rutgers University

Face to Face Clinical Services:

Corner House continues to operate in a “hybrid” capacity of both telehealth and face-to-face (individual therapy) services. Our intensive Outpatient Program for adults is now fully face to face services. Total # of applicants for clinical services over the summer:

June: 12

July: 12

August: 17

September to date: 2

Employee Assistance Services (EAP)

EAP services are continuing to be offered for all employees