



# SDCCPSG BOARD MEETING | MINUTES

Meeting | 04/13/2020 | Meeting location SD Health & Human Services Agency -San Diego Rm  
 Meeting called by Nancy Floodberg **Attendees via Zoom:** Dolores Cohenour, Nancy Floodberg, Jodi Harrison, Susan Howard, Tony Jeske, Debbie Jordan, Debbie Stubbe, Bruce Lowe, Jim Paterniti  
**Absent:** Ron Phillips.  
**Type of meeting** SDCCPSG Board Meeting  
**Facilitator** Nancy Floodberg  
**Secretary** Susan Howard  
**Timekeeper** Tony Jeske

## Agenda Topics **I. REVIEW**

A. Time: 10:11am | **Board Minutes** | Nancy Floodberg

**MOTION:** The March Board Minutes be accepted as read.

**MOVED:** by Jim Paterniti, **SECONDED** by Debbie Jordan.

**VOTE:** Board members in attendance voted unanimously in the affirmative. **THE MOTION CARRIED.**

Discussion:

Conclusion: Click or tap here to enter text.

Action items

None.

Person responsible

Click or tap here to enter text.

Deadline

Click or tap here to enter text.

B. | **Action Items** | Nancy Floodberg

Discussion: Outstanding Action Items reviewed.

Conclusion: Completed March Action Items checked off on March Minutes, outstanding Action Items identified, carried forward and/or assigned new deadline. These are:

Action items

Signed Audit letter needs to be submitted to the Treasurer and President.

Meet with HHSA IT re: problematic SD Rm overhead projector. Reformat website.

Identification & selection of future SDCCPSG's monthly Board meetings and PLPSG meetings.

Continue to develop questions for Jeopardy Game social ice breaker.

Person responsible

Tony Jeske

Tony J., Nancy F.  
Bruce Lowe

Dotsy B., Nancy F., Dolores C.,  
Jodi H., Susan H.,

Jodi Harrison

Deadline

05/11/2020

Post-quarantine  
05/15/2020

Post-quarantine

Post-quarantine

## II. UPDATES

A. | **Treasurer** | Tony Jeske

Discussion: Audit letter, SDCCPSG Directory.

Conclusion: Tony sent Audit letter to Peter Keys for signature. Directories have been mailed to those listed in it.

Action items

Audit letter signed and returned to Tony Jeske.

Person responsible

Peter Keys

Deadline

05/11/2020

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B. | **Webmaster** | Bruce Lowe

Discussion: Website formatting reviewed.

Conclusion: Website reformatting is underway and will take approximately 1 1/2 months.

Action items	Person responsible	Deadline
Continue website reformatting.	Bruce Lowe	5/15/2020

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### III. REPORTS

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A. | **President's Monthly Report** | Nancy Floodberg

Discussion: Parkinson's Foundation and Parkinson's Association events, SDCCPSG May Newsletter, Event/Due Dates Calendars reviewed. I'm Here for You! Intergenerational project introduced (youth notes/drawings submitted to SDCCPSG Dropbox for distribution to residents of residential communities/care facilities who, due to COVID concerns, are unable to receive visitors and are quarantined either to the premises or their room.

Conclusion: PF May Caregiver Summit virtual, July Leadership Conference cancelled. Nancy asked to join PF Advisory Council. PA E-Blast Updates being sent, SDCCPSG application for 5K sent in as part of PA application for 25K SD Foundation Grant. I'm Here for You! Project submissions will be requested from Silvergate Elementary, high school PD Club, and youth of PD community families. Submissions are to be uplifting and secular. Inundation of emails, hyperlinks, Zoom offerings is being received. Start a "In Celebration Of" box in May Newsletter to recognize those PwP who have passed.

Action items	Person responsible	Deadline
Inform Silvergate Elementary Principal of "I'm Here for You! Project.	Nancy Floodberg	05/11/2020
Inform High School PD Club of I'm Here for You! Project.	Nancy Floodberg	05/11/2020

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B. | **Support Group Leaders' Reports** | Nancy Floodberg

Discussion: Multiple online Zoom opportunities being offered. Speakers' Series and Support Group formats explored.

Conclusion: Do not hold virtual Speakers' Series due to multiple online offerings. SDCCPSG's 3 virtual support groups had light March attendance; PBPSG/3, PLPSG/6, Duopa/3. Issue may, in part, be participants ability to access an online venue. Zoom support to be offered.

Action items	Person responsible	Deadline
Zoom information sheet, and one-to-one Zoom support to be listed in Newsletter and accompany support group flyer.	Nancy Floodberg	Ongoing
One-to-one Zoom support to be offered support group participants.	Patsy Manning	Ongoing

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C. | **Treasurer's Report** | Tony Jeske

Discussion: Financials, Balance Sheet (handout), donations, Liability Insurance.

Conclusion: Rec'd \$40.00/Network for Good, \$150.00 private donation, \$15,875.55 in ckg acct. Liability Insurance quote of \$600.00/year for a standard policy for non-profits providing \$1,000,000 coverage/incident. Policy covers injury at meetings as well as Directors as relates to meetings and Board actions.

**MOTION:** SDCCPSG purchase Liability Insurance from \_\_\_\_\_ for \$600.00/year.

**MOVED:** by Tony Jeske, **SECONDED** by Jim Paterniti.

**VOTE:** Board members in attendance voted unanimously in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
Purchase Liability Insurance from _____ for \$600/year.	Tony Jeske	Click or tap here to enter text.

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D. | **Webmaster's Report** | Bruce Lowe

Discussion: March website Google Analytics reviewed (fewer visitors). Bruce is prioritizing information from other groups/sites as well as organizing the information presented by SDCCPSG.

Conclusion: For COVID resources, there will be a direct link from the newsletter to the website.

Action items	Person responsible	Deadline
For COVID resources, list direct link from newsletter to website.	Nancy Floodberg	Ongoing

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#### IV. DECISIONS

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A. | **By when do we want to have a future Board/PLPSG meeting location identified and secured?** | Nancy Floodberg

**MOTION:** The Board wait until July to determine the safety of visiting potential sites for the purpose of identifying and selecting a future meeting location.

**MOVED:** by Jim Paterniti, **SECONDED** by Nancy Floodberg. .

Discussion: Potential sites and their accessibility were discussed (see list in March Board minutes).

Conclusion: Identification and selection of a future meeting location will not be possible until sheltering-in has been lifted and sites under consideration are open to visit.

**VOTE:** Board members in attendance voted unanimously in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
Add this item to the July Board meeting Agenda.	Nancy Floodberg	07/13/2020

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B. | **Based on current COVID-19 information, through what month do we want to cancel all live meetings?** | Nancy Floodberg

**MOTION:** The Board wait until July to decide through what month we want to cancel all live meetings.

**MOVED:** Jim Paterniti, **SECONDED** by Nancy Floodberg.

Discussion: Monthly revisiting of the question versus waiting until summer were options considered.

Conclusion: We are unable to decide on when to resume live meetings until the quarantine is lifted and such gatherings are determined safe. Topic to be revisited at our July Board meeting.

**VOTE:** Board members in attendance voted unanimously in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
Add this item to the July Board meeting Agenda.	Nancy Floodberg	07/13/2020

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C. | **Do we want to continue the Phone Tree and, if so, how do we want to implement it over the next month?** | Nancy Floodberg

**MOTION:** The Phone Tree be continued with callers calling once a month.

**MOVED:** Nancy Floodberg, **SECONDED** by Susan Howard.

Discussion: Callers and recipients experiences with the phone tree were discussed.

Conclusion: Most callers expressed appreciation for the call they received.

**VOTE:** Board members in attendance voted unanimously in the affirmative. **THE MOTION CARRIED.**

Action items	Persons responsible	Deadline
Phone Tree continue with callers calling once a month.	Board members	Ongoing

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D. | **Do we want to add additional virtual Support Groups and, if so, what type/s?** | Nancy F., Dolores C.

**MOTION:** The Board not initiate any additional Support Groups at this time.

**MOVED:** by Nancy Floodberg, **SECONDED** by Susan Howard.

Discussion: Pros and cons of adding more groups (PM or social hour (AM Coffee, PM Tea or Happy Hour) reviewed.

Conclusion: Until participants are more conversant with Zoom, additional meetings/gatherings will be difficult.

**VOTE:** Board members in attendance voted unanimously in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
None	Click or tap here to enter text.	

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E. | **What content do we want in the May Newsletter?** | Nancy Floodberg

Discussion: Article topics, In-Focus participant interview versus Resources List were reviewed.

Conclusion: The Newsletter content be left to the professional discretion of the Newsletter publisher.

Action items	Person responsible	Deadline
Newsletter content be determined by the Newsletter publisher.	Nancy Floodberg	Ongoing

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F. | **Whose events do we want to list in the May Event Calendar?** | Nancy Floodberg

**MOTION:** SDCCPSG, PASD, Flying Solo or one-of-a kind events will be listed in the Event Calendar.

**MOVED:** by Nancy Floodberg, **SECONDED** by Bruce Lowe.

Discussion: There are myriad virtual events being offered by national Parkinson's organizations in response to COVID.

Conclusion: For clarity and simplicity, it is best to limit the Event Calendar to local or singular events.

**VOTE:** Board members in attendance voted unanimously in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
List only local or one-of-a kind events in the Events Calendar.	Nancy Floodberg	Ongoing

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G. | **Whose PD resources do we want SDCCPSG to forward, via email, to its database?** | Nancy F.

**MOTION:** SDCCPSG will only email to its database SDCCPSG updates or events pertaining to its support groups for now.

**MOVED:** by Nancy Floodberg, **SECONDED** by Susan Howard.

Discussion: There are myriad resources being offered by national Parkinson's organizations in response to COVID.

Conclusion: Limit emailed resources to SDCCPSG updates and events so as not to overload support group participants.

**VOTE:** Board members in attendance voted unanimously in the affirmative. **THE MOTION CARRIED.**

Action items	Person responsible	Deadline
Limit emailed resources to SDCCPSG updates and events.	Nancy Floodberg	Ongoing

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There being no further business, the meeting was adjourned at 12:00 noon.

**Next Board meeting May 11, 2020, 10:00 – 12:00P via Zoom**

<https://zoom.us/j/408133800> (online)

+16699006833,,408133800# (phone)

Respectfully submitted by Susan Howard and Nancy Floodberg.