



# SDCCPSG BOARD MEETING | MINUTES

Meeting	09/14/2020	Meeting location	Zoom phone and video conferencing
Meeting called by	Nancy Floodberg		<b>Attendees:</b> Dolores Cohenour, Nancy Floodberg, Jodi Harrison, Tony Jeske, Debbie Jordan, Bruce Lowe, Patsy Manning.
<b>Type of meeting</b>	SDCCPSG Board Meeting		
Facilitator	Nancy Floodberg		<b>Absent:</b> Susan Howard, Jim Paterniti, Ron Phillips, Guest-Lorenzo Higley.
Secretary	Nancy Floodberg		
Timekeeper	Tony Jeske		

## Agenda Topics I. REVIEW

A. Time: 10:05am | **Board Minutes** | Nancy Floodberg

**MOTION:** The August Board Minutes be accepted as revised.

**MOVED:** by Tony Jeske, **SECONDED** by Debbie Jordan.

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

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

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

Discussion: Outstanding Action Items reviewed.

Conclusion: Checked off completed August Action Items on August Minutes, outstanding Action Items identified, carried forward and/or assigned new deadline. These are:

Action items	Person responsible	Deadline
• Bd Member headshots/professional title/s to Bruce.	Dolores C, Jane G., Jodi H., Lorenzo H., Ron P.	10/12/2020
Troubleshoot Zoom acct interface for “assigned host”.	Bruce Lowe	10/12/2020
Electronic library options for SD Parkinson’s community.	Nancy Floodberg	10/12/2020

## II. UPDATES

A. | **Treasurer** | Tony Jeske

Discussion: 20201 SDCCPSG Directory.

Conclusion: Distribute 20201 SDCCPSG Directory electronically.

Action items	Person responsible	Deadline
Send out Contact information Form for new participants to submit and current participants to update.	Nancy Floodberg	10/12/2020 ✓
Submit East County SG database (in Excel) to Tony Jeske.	Lorenzo Higley	10/12/2020 ✓
Distribute SDCCPSG 2021 Directory electronically.	Tony Jeske	11/9/2020

B. | **Webmaster** | Bruce Lowe

Discussion: Board members’ page on website awaiting headshots/titles to complete.

Conclusion: Board members headshot, titles are needed to finish page.

Action items

See I. Review, B. Action Items above.

Person responsible

Click or tap here to enter text. Click or tap here to enter text.

Deadline

III. REPORTS

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

Discussion: PF-AIC kits/\$8 s/h, Hosp. Recs pamphlet, UCSD Hosp. Policy & Procedure; PASD-Walk, COVID-19 Policy, Website-Calendar, SG information; SDCCPSG-SG Format Guidance Survey, Phone Tree, Mailchimp, I’m Here for You project, Sept. Newsletter, Events/Due Dates Calendars, Flipcause (online funding co.), Debbie Stubbe Board resignation.

Conclusion: PF–AIC kits (End/Sp) will be ordered in boxes of 10 for distribution; a Hospital Recommendations pamphlet will be ready to distribute to Clinical Professionals. PASD Walk raised \$120K+ with “Team SDCCPSG!” coming in 5<sup>th</sup> in fundraising (\$2,534.83); PASD has published the PASD/SG Leaders’ COVID-19 Policy and their Master Calendar & SG information are being reformatted; PASD Board member, Kathy Bruyere, passed 9/3/2020 and will be remembered in SDCCPSG’s Oct. Newsletter. SDCCPSG accepts Debbie Stubbe’s Board resignation; Dolores Cohenour has offered to step in as Co-Chair our social committee with Debbie Jordan; Flipcause online fundraising will not be pursued.

Action items

Person responsible

Deadline

Order Parkinson’s Aware in Care kits in bulk-Eng./Sp.

Nancy Floodberg

Ongoing. ✓

Train on and set up Mailchimp database and templates for SDCCPSG email mgmt.

Nancy Floodberg, Lorenzo Higley

12/14/2020

Distribute Bruce’s, Nancy’s Debbie S.’s phone tree lists to Patsy and Debbie J.

Nancy Floodberg

09/18/2020

Distribute I’m Here for You Project content to local residential care facilities (Oakmont, Wesley Palms, Monarch Cottage) and close project.

Nancy Floodberg

10/12/2020

Update PASD Support Group link/s for SDCCPSG (Website, Welcome Letter, Newsletter).

Nancy Floodberg, Bruce Lowe

10/12/2020

Assist Social Co-Chairperson with future social events.

Dolores Cohenour

On-going ✓

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

Discussion: August PBPSG, PLPSG meetings, Sept. Speakers’ Series, “Jeopardy” game concept, VA Support group status, East County SG affiliation with SDCCPSG.

Conclusion: Aug. PBSG = 4, PLPSG/Speaker Dr. Wright = 38, no DUOPA mtg. Sept. Speakers’ Series resumed with a formerly scheduled speaker, and will continue based on participant #s and feedback. SG Guidance Survey was not distributed due to current SG functioning and upcoming interface with ECPG. Ron Phillips is calling VAPSG participants re: a future virtual meeting date/time. Ron is designated an “Additional User” on SDCCPSG’s Zoom acct, however, needs to verify access. ECPG convenor, Lorenzo Higley, sent a proposal to the Board requesting ECPG affiliation with SDCCPSG, which was accepted by the Board, with follow up input from Lorenzo.

Action items

Person responsible

Deadline

Reinstate and continue SDCCPSG’s monthly Speakers’ Series, as well as the current PLPSG, PBPSG, and DUOPA SG.

Nancy Floodberg

Ongoing ✓

Identify VAPSG meeting dates/times.

Ron Phillips

10/12/2020

Test and initiate Zoom “Additional User” function on SDCCPSG’s account. Contact Bruce Lowe if function not accessible.

Ron Phillips

10/12/2020

Assess Zoom “Additional User” interface, if requested by Ron P.

Bruce Lowe

10/12/2020

Present and discuss specifics of ECPG affiliation with SDCCPSG at October SDCCPSG Board meeting.

Lorenzo Higley

10/12/2020 ✓

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

Discussion: Financials, donations, Balance Sheet (handout), waive \$25 annual fee, independent phone line.

**Conclusion:** Amazon Smile=\$20.00; could be higher. There are no outstanding bills and the current bank balance is \$20329.08. As the \$25 annual fee is a voluntary donation and not a requirement of support group participation, it will be kept on the Contact Information Form. We will not purchase an independent phone line and will continue to use our private phone numbers for handling cold calls (implementing the phone app, Robokiller, as appropriate).

Action items	Person responsible	Deadline
Write and submit an article to the publisher for the Oct. Newsletter on how to donate to SDCCPSG through Amazon Smile purchases.	Tony Jeske	09/30/2020 ✓

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

Discussion: Google Analytics, website "Adventures", Virtual and Audible libraries.

**Conclusion:** Google Analytics has a new format. New vs. returning users may not be accurately reflected as a returning user can be listed as new if they decline the website's cookies. Every month, a new adventure will be listed to explore via the website. The virtual/electronic library's content will be increasing with the addition of PF downloadable PD pamphlets, and links to the PASD's list of national/local webinars/videos on 17 different topics. Nancy is working with PASD, PF and PMDA to identify ways to develop an audible library to be housed under PASD.

Action items	Person responsible	Deadline
Send SDCCPSG's website's "Adventure" link to Newsletter publisher for listing in the monthly Resource Library under Travel.	Bruce Lowe	Ongoing ✓
Build content of website's Virtual (digital/downloadable) Library.	Bruce Lowe	Ongoing
Research and identify resources for establishing an Audible Library of books on understanding and living well with PD.	Nancy Floodberg	12/14/2020

#### IV. DECISIONS

A. | *Do we want to reinstate our Speakers' Series on the 2<sup>nd</sup> Wednesday of the month at 3:00PM (or earliest time speaker is available)?* | Nancy Floodberg

**MOTION:** SDCCPSG resume our Speakers' Series on the second Wednesday of every month at 3:00P or the time the speaker is available.

**MOVED:** by Dolores Cohenour, **SECONDED** by Debbie Jordan.

Discussion: A modified version of the Speakers' Series resumed in June 2020, per participant request, within the PLPSG and continued through August. The regularly scheduled Speakers' Series resumed with a previously scheduled speaker in Sept.

**Conclusion:** All Speakers' Series or variations thereof, have been well attended and very well received.

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

Action items	Person responsible	Deadline
Hold SDCCPSG Speakers' Series on the 2 <sup>nd</sup> Wed. of each month (except Dec.), at 3:00P or time speaker is available.	Nancy Floodberg	Ongoing ✓

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B. | *Do we want to send a revised Support Group Guidance Survey to SDCCPSG participants to guide future Support Group formats and titles?* | Nancy Floodberg

**MOTION:** SDCCPSG send a revised Support Group Guidance Survey (eliminating question regarding revival of its Speakers' Series) to SDCCPSG participants to guide future Support Group formats and titles.

**MOVED:** Tony Jeske, **SECONDED** by Bruce Lowe.

Discussion: Board members who have attended support groups elsewhere in the county miss the information and education offered in SDCCPSG's support groups. If our groups want to break into care partners vs. PwPs, we can do so by setting up separate rooms. We need to concentrate on running well what we have now and on ECPG's upcoming affiliation with SDCCPSG.

Conclusion: There is no need to change SDCCPSG support group formats at this time and, thus, no need to survey participants.

**VOTE:** Board members in attendance voted unanimously in opposition to the motion. **THE MOTION DID NOT CARRIED.**

Action items  
None.

Person responsible

Deadline

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C. | *Do we want to approve East County Parkinson's Support Group's request and terms to formally affiliate with San Diego Central County Parkinson's Support Group?* | Nancy Floodberg

**MOTION:** SDCCPSG approves ECPG's request and terms to formally affiliate with SDCCPSG.

**MOVED:** Patsy Manning, **SECONDED** by Debbie Jordan.

Discussion: Advantages of working together were discussed. No disadvantages were noted.

Conclusion: SDCCPSG exists to educate and support those living with Parkinson's and ECPG's affiliation only enhances that. Moving forward, ECPG's convenor, Lorenzo Higley's, input regarding the specifics of ECPG's affiliation with SDCCPSG will be important receive in order to implement it successfully.

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

Action items

Person responsible

Deadline

Present specifics regarding ECPG's affiliation with SDCCPSG.

Lorenzo Higley

10/12/2020 ✓

Identify SDCCPSG updates as a function of ECPG affiliation

Board Members

10/12/2020 ✓

(i.e. *Board*-Lorenzo Higley a member; *Newsletter*-Chapter heading, Support Group listing, Board Member listing; *Website*-Support Group flyer, Board Member listing/photo & title; *Other*).

Implement SDCCPSG updates as a function of ECPG affiliation.

Nancy Floodberg, Bruce Lowe, Lorenzo Higley

11/01/2020 ✓

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There being no further business, the meeting was adjourned at 11:53AM.

Next Board meeting Monday, October 12, 2020, 10:00 – 11:30P via Zoom

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

+16699006833,,408133800# (phone)

Respectfully submitted by Nancy Floodberg