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# SDCCPSG BOARD MEETING MINUTES

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March 8, 2021 ZOOM Video and Audio

**Meeting Called by:** Nancy Floodberg

**Attendees:** Nancy Floodberg, Tony Jeske, Jim Paterniti, Bruce Lowe, Dolores Cohenour, Patsy Manning, Debbie Jordan, Jodi Harrison, Susan Howard

**Absent:** Lorenzo Higley, Ron Phillips

**Facilitator:** Nancy Floodberg

**Secretary:** Susan Howard

**Timekeeper:** Tony Jeske

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## AGENDA TOPICS

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**A. Time: 10:09am | Nancy Floodberg**

**Motion:** That the minutes be accepted as corrected

**Moved:** Nancy Floodberg

**Seconded:** Jim Paterniti

**Vote:** 9 ayes

**Motion carried**

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

**Mailchimp:** Nancy Floodberg is currently partaking in training.

**Phone Tree Redistribution:** - Final corrections to the list are being made and will be distributed week of 3/8/21

Person(s) responsibility: **Dolores Cohenour, Nancy Floodberg**

**"I'm Here for You":** tabled until 4/12 meeting.

Person(s) responsible: **Debby Jordan**

**2021 Directory Update and distribution:** The directory has been mailed.

Person(s) responsible: Tony Jeske

**Year End Legal Requirements:** To be detailed in Treasurer's report

**Connection with PMDA re: succession planning/mentor program:** In process

Person(s) responsible: **Nancy Floodberg**

**Letter to accompany COVID 19 protectors:** To be written and mailed with protectors

Person(s) responsible: **Susan Howard, Dolores Cohenour, Nancy Floodberg**

**April Social:** Theme for ZOOM gathering to be determined

Person(s) responsible: **Social Committee**

**Password Submission:** Passwords (for website and finances) to be submitted to President and Secretary for protection and continuity.

Person(s) responsible: **Bruce Lowe and Tony Jeske**

**Phone Tree Update:** Final corrections to the list to be made this month.

Person(s) responsible: **Dolores Cohenour and Nancy Floodberg.**

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## UPDATES

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### A. Treasurer's Update | Tony Jeske

**Summary:** Tony shared that the 2021 Directory has been mailed. There was some discussion about the directory format for the 2022 year. He will consider various options. Corporation minute, tax filings and the accounting audit have been completed. He and **Nancy Floodberg** will determine how the information will be presented in a ZOOM format to attendees of SDCCPSG.

### B. Webmaster's Update | Bruce Lowe

**Summary:** It was reported that the info needed about board members for the website has been received. He also discussed the work he is doing to keep board email addresses separate from personal ones; currently there is an issue with the personal ones being shared when replying to correspondence. He created and shared a clever presentation designed to help us be more cognizant of web and email safety. He is currently seeking the best site to meet our needs as regards this safety. It appears that *Google* may be the best option.

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## REPORTS

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### A. President's Report | Nancy Floodberg

**PFAIC rollout:** Projected rollout remains May 2021 and is on track to do so. Various phone calls received about hospital experiences has underscored the necessity for this program.

**PF -MD TELEMED assmt:** Did not come to fruition. No follow up contact received by **Nancy Floodberg.**

**PASD -Mentor Program:** This program has been well-received and is close to being opened up to those interested in volunteering as mentors. There will be an application process. Nancy and one other member of the PASD group will work in the capacity of acting as resources and "mentors" to actual mentors. Nancy is working on continuity in the format of PASD's web-based, county-wide, support group calendar.

**Step By Step Parkinson's Walk** – August 21, 2021 is the date for the event. It is yet to be determined if the event will be both an "in person" walk as well as a virtual one. Paul Dawson and his committee are making determinations.

**RSB/Lisbeth Garces update:** Quarantine restrictions brought Lisbeth's plans/operations to a standstill immediately after her RSB training, which has worried her. She has been concerned about board reaction. The board asked **Nancy Floodberg** to relay our understanding of the situation and support of her, whether she remains a member of RSB International, or goes independent.

**Events/Due Date Calendars:** Reviewed important dates were noted as regards the Parkinson's community and board responsibilities.

**Ensign Services:** **Nancy Floodberg** shared a comprehensive overview of the services that this business is currently offering - Big/Loud programs., both on site and mobile. It was determined that it would be interesting to have a representative from Ensign slated as a speaker for the SDCCPSG Speakers' Series.

**April Newsletter:** The target date for the next newsletter is mid to end of April.

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#### **B. Support Group Leaders' Reports | Nancy Floodberg, Jim Paterniti**

**February attendance numbers:**

**Speakers' Series (ZOOM) = 18** – Dr. Mindy Bixby was very well received.

**LITSPSG = 8**

**ECPSG =** no information available.

**PLPSG = 11;** decision to retain current name.

**DUOPA =** Next meeting scheduled for April (change from bi-monthly to quarterly meetings).

**Flying Solo =** as PMDA is running such a program, it was felt that we should throw our support behind this program and list meeting dates on our calendars along with times and ZOOM addresses.

**Summary:** There was also discussion about a possible April speaker for the Speakers' series. (See **Decision** section). Additionally, Nancy brought up the possibility of adding an additional support group meeting to speak to the needs of those in a caregiver position. (See **Decisions** section).

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#### **C. Social Chairman's Report | Debbie Jordan**

**Summary:** **Dolores Cohenour** reported that the phone tree update is just about complete. She and **Nancy Floodberg** will make final adjustments before sending lists to callers. She shared that a phone script has also been written to help with items for discussion in these calls.

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#### **D. Treasurer's Report | Tony Jeske**

**Summary:** Our financial position is a good one with \$36, 000+ in our account. Year-end requirements (tax filings, Annual Minutes audit) are completed. There was discussion about items to consider for addition in next year's directory. It was determined that it might include such things as our mission statement, emergency info, a list of officers of SDCCPSG and an "In Memoriam" page to honor those within the support group who have died in the past year.

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#### **E. Webmaster's Report | Bruce Lowe**

**Summary:** **Bruce Lowe** gave an overview of February visits to the website. Visits have dropped slightly, but they match fairly closely visits a year ago at this time. He also provided information about programs that are available for various servers. Though interesting, we do not qualify for such services, but it is something to keep in mind. Bruce also shared a video about using websites and how to determine their relative safety – certainly information important for all of us to be using .

## DECISIONS

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### A. What topic would we like PwP, Amy Carlson, to talk about at our April Speakers' Series?

**Discussion:** Various topics were reviewed, and it was the Board consensus that the topic of creativity as relates to Parkinson's was one that would be enthusiastically received.

**Motion:** To invite Amy Carlson to present at the April Speakers' Series.

**Moved:** Jim Paterniti

**Seconded:** Tony Jeske

**Vote:** Unanimous in affirmative.

**Motion carried**

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### B. Decision: Should we purchase and mail COVID card protectors to SDCCPSG participants?

**Discussion:** This was seen as a positive connection with participants. A letter explaining the protectors should be included.

**Motion:** That COVID card protectors and a letter be mailed to SDCCPSG participants.

**Moved:** Nancy Floodberg

**Seconded:** Bruce Lowe

**Vote:** Unanimous in affirmative.

**Motion carried**

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### C. Decision: Do we want to trial a Care Partner only virtual support group?

**Discussion:** It was determined that there is more to be determined in the way of participant interest and how it might play out. The decision was tabled until more information is gathered.

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Next meeting – April 12, 2021, 10:00-11:30 am via ZOOMM Telephone and Video Conferencing

There being no further business at 12:10 pm

Respectfully submitted:

Susan Howard