

Kavod Senior Life
Board of Directors
Board Meeting
December 14, 2020

Due to the COVID-19 Pandemic, the board meeting was held electronically via ZOOM. Present: Brian Botnick, Sharon Caulfield, Rachel Cohen, Glenn Cooper, Rob Friedman, Sarah Golombek, Ondalee Kline, Perry Moss, Debbie Reinberg, Connell Saltzman, Gary Saltzman, Jamie Sarche, Jan Schorr, Steven Summer, David Zaterman, and Molly Zwerdlinger. Staff: Michael Klein, Michael Belieu, Tracy Kapaun, Christine Dewhurst, and Gaile Weisbly Waldinger. Guests: Judith C. Shlay, MD, MSPH Associate Director of Denver Public Health. Each person in attendance acknowledged the ability to hear and speak during the meeting.

A quorum being established, Mr. Steven Summer called the meeting to order.

The Consent Agenda: approval of the October 2020 Board minutes, Committee Reports: – September/October Financials, Fiscal Committee Minutes, Kavod Senior Life Foundation Minutes and Resident & Community Services Minutes (all items were distributed prior to the meeting were presented for approval.) Mr. Friedman moved to approve the Consent Agenda with a second from Mr. Zaterman. The motion passed.

Mr. Summer, on behalf of the Board, thanked the staff for all their hard work in keeping staff and residents safe as possible during the pandemic. Mr. Klein, Ms. Kapaun, and Ms. Dewhurst, provided the board with an updated report on the status of the active outbreak of COVID-19 at Kavod Senior Life. Ms. Kapaun reported that due to our outbreak status all open onsite activities from the beauty salon to family visitation booths to weekly outdoor concerts to construction are still shut down. She explained to the Board the process the State has laid out for facilities to come out of outbreak status. This requires all residents and staff showing negative results for 2 consecutive testing periodss She reiterated that all Life Enrichment programs as well as Health & Wellness program that can be held virtually have been done so in lieu of in-person programming. She reported that both the Health & Wellness Department and Life Enrichment have developed special programing for the holidays in December. She noted that apartments are still being updated for future move-ins and all vendors are escorted to apartments as needed.

Ms. Dewhurst advised that as of Board meeting Kavod had no positive staff cases. She explained that the testing has moved from the State Lab to Curative Labs. The Curative tests are oral swabs and the turnaround rate for results is within 24 to 36 hours. She reiterated that Kavod has been able to maintain staffing levels during this time.

Mr. Klein reported that the Assisted Living program is testing all staff and residents as well; however the testing is twice weekly. As of the Board meeting, all staff and residents have tested negative for the virus. He advised Kavod Senior Life has received grants from Rose Community Foundation for \$88K for screeners and \$5k for data entry. We also received \$75K in donations for the onsite food bank. Mr. Klein explained to the Board the special year end solicitation, Touchtown, which is an in-house cable network that we hope to use to alleviate some of the effects of social isolation. He noted that Kavod currently has over 30 open apartments and once Kavod is out of outbreak we will start moving new residents in to the building.

Ms. Zwerdlinger advised the Board that Kavod Senior Life's 50th Anniversary as an organization is in 2021. She noted that both Melanie Siegel and she are chairing the event which will be a year-long celebration. Currently the 50th Anniversary Celebration Committee are doing historical background interviews with many of the key community and former board members over the years. The Committee is hoping to hold an in-person event in late summer/early fall but if that is not possible the event will be virtual.

Ms. Caulfield and Ms. Kapaun presented the motorized scooter policy, which was included in the Board packet, for review and approval. They noted that all residents will receive the document and those who have scooters will receive training from Legacy Healthcare (the onsite physical therapy organization). The policy will be tied to the resident lease. The Board requested that a statement be placed in the policy stating that any resident with a dog needs to closely hold the leash of the pet so said leash won't get wrapped in the wheels. Ms. Caulfield moved to adopt the policy with the changes suggested by the Board. Mr. Friedman seconded the motion. The motion was approved.

Mr. Summer introduced Dr. Judith Shlay, MD, MSPH who is the Associated Director at Denver Public Health. Dr. Shlay gave a thirty minute talk regarding the COVID-19 development and distribution. Dr. Shlay advised that clinics for 1A participants would likely start the December 21st.

Mr. Connell Saltzman presented the 2021 budget to the Board for approval. He indicated that net income is projected to be lower next year while total revenue will have less than 1% increase compared to 2020. Operating expenses are expected to increase by 8.1%. This is due to increase in door screener salaries, increase in property and casualty insurance and dining costs. The Finance Committee is recommending an approval of a 3% pool for 2021 salary adjustments. Grant revenue is expected to be lower by 3.3%. He advised that Fiscal has requested funding from the Foundation to help with cash flow for next year. The Foundation has approved this request. Mr. C. Saltzman moved to approve the budget as presented with a second by Mr. Moss. The motion was approved.

Ms. Caulfield along with Ms. Waldinger presented the Gift Naming Policy to the Board for approval. It was noted that any gift/naming opportunity that is \$250k or less, that the CEO have the authority to authorize; any gift/naming opportunity that is \$250k to \$1mm, then the Gift Acceptance Committee will have the authority to authorize; while anything over \$1mm the full Board would have the authority to authorize the naming opportunity. The Board will have the oversight authority of this policy with the CEO instructed to institute the policy. Ms. Caulfield moved to approve the Gift Naming Policy as presented with a second by Mr. Friedman. The motion was approved.

In his CEO Report, Mr. Klein thanked the Board again for their support during this difficult time and praised and thanked the staff for their commitment to, as well as all they do for the residents of Kavod. He reported that even during the pandemic Kavod staff are still working on the Strategic Plan. One part of that plan was seeking opportunities in the community to expand Kavod's rental footprint. Mr. Klein reported that Montview Presbyterian Church approached Kavod Senior Life as well as some other non-profit senior housing organizations to see if Kavod would be willing to take on the running/operating/owning of their low income senior facility called Montview Manor. This facility is at Steele and 18th and is 88 units. Mr. Klein indicated a few members of the Board as well as staff are looking into the possibility and will keep the board apprised of any developments.

Mr. Summer thanked Ms. Caulfield for all her help in understanding and working with the State and City Official with regards to COVID-19 health orders.

In his report, Mr. Summer advised that Mr. Carl Gladstein has resigned from the Board; and thanked Mr. Gladstein for his work on the Board. With Mr. Gladstein's departure from the Board there is an open position. Mr. Summer has asked Mr. Friedman to chair the Board Leadership and Development Committee which will look at potential Board members to fill this position as well as other upcoming vacancies.

Mr. Summer advised that the next Board meeting will take place February 22, 2021 via zoom at 5:30pm.

Meeting adjourned at 7:05pm.