

BHH Council Minutes - August 2, 2023

VP Natalie Kelly called the meeting to order promptly at 10:00 am.

In Attendance: Natalie Kelly, Kat McKay, Bill Hinrichsen, Deb Hornstra, Meg Wilson, Chris McCall, Maxine Wolfe, Denise Daniels, Liz Baze Lorraine Handler

Via Zoom: Dr. Rod Gottula, Bev Tyler, John Earle, Sally Zigmond

The first order of business was to review the agenda items. Please refer to the agenda for full reports. Teams with no further discussions may be passed over.

AMBASSADORS - Denise Daniels, Acting Team Leader

It was noted that Denise is doing a fantastic job. They have a new volunteer who will be in this month's training class.

Being Prepared - Team Leader needed

Sandra Cripe resigned, so a moderator is needed. Kelly Honyak will remain the main presenter, but does not want to be team leader.

Blood Drive - Carmen Restrepo & Laurie Collier Co-lead

The best-ever results from last month's Blood Drive were largely due to the outstanding job of publicity by Chris and Deb. Both in English and Spanish. This coupled with a well-oiled machine managed by Carmen and Laurie was the recipe for great success.

Communications - Deb Hornstra, Team Leader

Deb and Natalie will be on Talk Radio. We were reminded to tune in.

Community Engagement - Natalie Kelly, Team Leader

The proceeds of August 8th Trivia Night will go toward repair and replacement of our portable oxygen concentrators. Please support it and attend.

Community Outreach Direct Visits - Lesley Hughes, Team Leader This team has been doing an exceptional job - getting out into the community and making a difference.

CPR team - Bob and Kelly Honyak

Max reported that they are developing a basic First Aid class. Rex to be part of this. They would like to have the class in Spanish for Restaurant employees.

Kat met with Kelly, Bob and Max to discuss possibly making a second CPR team. After the October class, the time slot for the class may get moved from 11:30 am to 12:00 noon.

Equipment - Kat McKay - Team leader

Many repairs are needed. Some require specialized screws. Bill Hinrichsen mentioned Casa de Tornillos as possible source.

Events - Meg Wilson - Team Leader

Kat has identified 2 possible volunteers with fundraising experience. Natalie addressed the need for a team leader for Donor Relations.

Financial Report - Bill Hinrichsen, Treasurer

July Financial report is in the agenda.

Possible good news. Meg Wilson said that PayPal Panama might be available for donations to send money to the bank account. Available for iPhones. Bill to check into it.

Mental Health Initiative - John Earle and Dr. Rod

Team to have a meeting to discuss suicide prevention. There are excellent brochures available.

Newsletter - Natalie Kelly , Editor/Team Leader

Natalie mentioned the need to edit - shorten - some of the articles as the newsletter has grown to the size of a magazine.

Natalie recognized Meg Wilson for her help and great ideas.

Patient Care Coordinator - Bev, Denise, Liz

Nothing additional to report.

Presentation coordinator - Chris McCall - Team Leader

Now part of Community Education

November Presentation will be an outstanding panel on CBD oil and herbal medicines. Presenters Diane Henke, Elizabeth Worley, Dr. Sunny Roe and Dr. Rod Gottula.

Another possible speaker for the future is Dr. Karen Zapata, Dermatologist, Hospital Chiriqui

Respiratory - Bill Halderman - New Team Leader

Technology - Chris McCall - Team Leader

See report in the agenda.

Translation - Open Natalie Kelly, Acting Team Leader Nothing to report

Training - Maxine Wolfe, Team Leader

Reported that 10 students confirmed for August 29-30 class. (It has since increased to 15). They will be using the new shorter agenda. Some adjustments may be required. No need for a translator for this session. A speaker for hospice section of training is still needed. Max will ask Dr. Rod.

New shirts needed for the new volunteers. Denise, Kat and Max to work on new source for shirts.

Volunteer Management - Open - Kat McKay and Chris McCall covering
Kat shared that she has been enjoying meeting new people, possible volunteers.

New Business -

- 1) The council was asked to accept Craig Gatrell's resignation. Council, sadly, voted unanimously to accept the resignation.
- 2) Bill Halderman to be new Respiratory leader.
- 3) It was suggested that we all review the bylaws as from time to time something comes up in which the procedure is unclear.
- 4) Changes are being made to the organization chart to reflect changes made by the council. Changing Community Outreach to Community Engagement. John Earle said this only requires approval of council.
- 5) An Invitation to attend the Farewell Party has been extended to new volunteers. We hope all current council members and team members will be here to wish Craig and John all the best for their new adventure.

6) There was a discussion regarding the change in the length of the current 1-1/2-day training from the previous 3-day training.

Max suggested that we have a separate hospice training. There are some old hospice training booklets. Council to look further into the bylaws related to this and training needs.

7). Deb is currently sending out various press releases 2X a week and often more.

A possible press release about the new database with testimonials will be considered.

Kat said the phone call team when reaching out to reclaim equipment, will ask for possible testimonials.

8) Kat was acknowledged for doing an excellent job recruiting.

9) December Appreciation Luncheon - Kat has located a wonderful place for this year's luncheon - Sabor Restaurant in Valle Escondido. Kat to work on the menu. The budget allows for up to \$15 per person. There will be a cash bar.

10) Max suggested that we might collect sample soaps, shampoo and creams at Tuesday Market to give to patients. Lorraine mentioned that Handicapped Foundation is already doing that so, it won't be acted upon.

11) John Earle mentioned the pamphlet "When Death is Near" (both in English and Spanish) could be given to hospice patients. This could be used as the basis for a seminar.

12) The process of tracking yearly goals was deferred to team leaders who should review their specific goals and report back to Lorraine prior to the next meeting.

13) The decision as to whether to have a second table at the Feria Market was deferred further discussion at Dr. Rod's request.

Meeting concluded at 11:08 am.

Respectfully submitted,
Lorraine Handler, BHH Secretary