

Disabilities Network of Eastern CT  
19 Ohio Ave.  
Norwich, CT 06360  
October 11, 2022  
5:30 PM - 7:00PM  
Virtual meeting via Zoom

Minutes

**On Screen:**

K. Pellerin, President  
S. Baecker, Vice President  
E. Petrik, Board Member  
S. Heddle, Executive Director – DNEC  
K. Chordes, Owner of Chordes Design  
G. DeFrank, Account

**I. Call to Order:**

The meeting was called to order at 5:35 PM by President, K. Pellerin

**II. Public Comment:**

There were no public comments

**Guest Presentations:**

1. Chordes Design: Katherine Chordes presented information concerning the updating of the DNEC website. Currently the website is more cumbersome and a bit confusing if someone is seeking information about DNEC. It has been several years since the website was originally established. Over the years, it has been added to with information and dates, etc. It now needs a less confusing format. Ms. Chordes, utilizing virtual examples, discussed how our website could be user friendly, and clearer in content regarding DNEC. In her proposal, she discussed the steps needed to complete the update and how staff and Board would be part of the on-going dialog. There was also some discussion about changing the font, as well as creating a crisper, updated DNEC symbol.  
The presentation ended with S. Heddle saying that she would be in contact with Ms. Chordes. G. DeFrank, Accountant for DNEC was present for the discussion.
2. G. DeFrank presented the budget summary for the fiscal year ending September 30, 2023  
See attached report  
On a motion made by E. Petrik and seconded by S. Baeker the budget summary was accepted as presented.  
At the end of G. DeFrank's report, the Board questioned if updating the current website was financially feasible. According to Mr. DeFrank, there was money available to not only update the website, but to refresh the DNEC symbol. Brief discussion found all members of the Board, the executive Director, and the accountant in favor of hiring Chordes Design. S. Heddle stated she would contact Katherine Chordes this week.

### III. Approval of Minutes:

On a motion made by S. Baeker, seconded by E. Petrik, the September 13, 2022 minutes approved as written.

### IV. Executive Director's Report

See attached report

### V. President's Report

K. Pellerin briefly commented on the completion of S. Heddle's evaluation, presented and signed on September, 23, 2022. Board members input was invaluable in completing the evaluation. And because of sound fiscal competence on S. Heddle's part, bonuses were issued to the staff and executive director.

Briefly discussed some issues to be considered in upcoming meetings:

1. Finishing by -laws
2. Recruitment of at least 2 new members
3. Begin brief review of DNEC policies
4. Fundraising.

### IX New/Old Business:

1. Reminder about the two activities coming up in the next few weeks,  
Candidates' forum on disability issues, Oct. 12.  
SILC Annual meeting on Oct. 26<sup>th</sup>

### X. Next Meeting

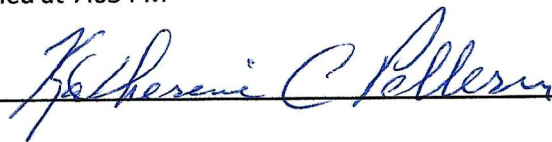
The next meeting will be November 8, 2022, via zoom:

1. Molly Cole will discuss SILC and the SPIL for all members
2. Revisit by-laws

### XI Adjournment

The meeting was adjourned at 7:05 PM

Katherine Pellerin – Secretary



10/11/2022

## **Executive Director's Report 10/11/2022 – Sharon J Heddle**

**Staffing** – going well with our new person Beth who has been with us for a month. We currently have Amy, Alyson and Brynn as part-time, Gabby, Kim, and Beth as full-time, and MaKayla is full-time but out on maternity leave until January.

MaKayla had her baby in September and rather than sending her flowers, DNEC sent her an Uber Eats gift card. This way she could order food to be delivered from restaurants. She is new to CT and has no friends or family in the area to come over and bring a meal or two, so this was a great alternative to flowers.

**Holidays** - With some of the money from our previous years budget (year ending 9/30/2022) I purchased Christmas gifts for staff. I like doing something different every year – the Christmas surprise of it all. This year I am planning for us to just have food delivered and I purchased gifts for each person. Each of the items is different styles, but all the same things. Everyone enjoyed the Secret Santa that we had last year, so Kim will again oversee organizing Secret Santa and we will do it the same day. No date has been picked yet, but it will more than likely be within the first two weeks of December.

- Canvas Bag
- Canvas organizer pouch
- Ornament
- Kitchen Christmas towel
- Burt's Bees Gift Set
- Handmade soaps
- Herbal Intention Candle with Crystals
- Electric Rechargeable Lighter
- Christmas Socks
- Heating Pad

**SPIL** (State Plan for Independent Living) The ACL (Administration for Community Living) has notified each SILC they are extending the current SPIL for one year. The ACL is using a new platform for entering and monitoring the SPIL from each state and will not have it ready in time for it to be used. This also happened with the SPIL that should have ended in 2019 – they extended it for a year because they were not ready for us.

Our SPIL Committee recently sent out a survey to help us prepare for the writing of the SPIL. Now that we have more time, and we have the results of our survey, we think we will be dissecting the responses and come up with another set of 10 questions to go out in about six months. Something that digs deeper into what the responses have been.

What we have learned so far – The survey was sent to thousands of email addresses, although we do not know how many. Other organizations were sending it out on our behalf. DNEC sent it out to approximately 700 email addresses. The total responses were 277 and everyone was happy with that. DNEC responses were 61. I will send you all a link to the survey if you would like to review the results.

- 55% of respondents were family members
- 28% of respondents were people with a disability
- Affordable/accessible housing and Finding/keeping direct care workers were the two highest of the unmet needs.
- 40% of the respondents knew nothing about the CILs.

**Candidates Forum** - Tomorrow from 3pm – 7pm is the Candidates Forum in Rocky Hill. It will be both in person and via Zoom. I will send you all the flyer – if you would like to attend, there is a registration to fill out, you will then get a zoom link sent to you. I will be going in person along with Kim and Brynn.

**SILC** - On 10/26/2022 is the SILC Annual Meeting to be held in Weathersfield from 10am to 3pm. Coffee and lunch to be included. Everyone is welcome.

Tonight, I will be sending you the link to the survey results, the flyer for the Candidates Forum, and the flyer for the SILC Annual Meeting.

Thank you for the review – I take them very seriously and appreciate all your input. The bonus was truly appreciated. Thank you.