



Executive Director's Report to the Board August 2, 2023

Fiscal Management

- New York State Contracts
 - Reimbursement for expenses incurred by the Navigator Program are current through April 2023; payments for May and June are outstanding
 - Reimbursement for expenses incurred by the Tobacco Program are current through March 2023; payments for April and May are pending, and June is outstanding
 - Reimbursement for expenses incurred by the RHN Program is current through 3/31/23
- County Contracts
 - The New York Connects Program subcontract with OFA expired on March 31st; we are currently awaiting a request from NYSOFA to complete the subcontractor budget. In the meantime, we are unable to claim reimbursement for expenses incurred since April. At the moment, this amounts to roughly \$40K
- Foundation support
 - Our request for General Operating Support to the Dyson Foundation was awarded for a period of three years, with \$65K in 2024, \$55K in 2025, and \$55K in 2026
 - Our Letter of Inquiry to the Mother Cabrini Foundation was rewarded with an invitation to submit a full application in the amount of \$125K; this was submitted on 7/25/23
 - On June 20th, I made a presentation about CARTS to the Board of Directors for the Home for the Aged and requested support. Shortly thereafter, I was informed that we were awarded \$50K in 2023 and \$50K in 2024. The 2023 allocation has been received.

Personnel Management

- We continue to have the following vacant positions:
 - One full-time (35 hrs/wk) and one part-time (21 hrs/wk) position with our Navigator Program (health insurance enrollment services)
 - A full-time Community Engagement Coordinator with our Tobacco-Free Action Program
 - A Director of Development and Communications

I am happy to report that, after months of receiving very few applications, and none from viable candidates, several surfaced at once. We have subsequently interviewed a candidate for the position in Tobacco and will conduct a second interview shortly. I also interviewed a candidate for the Director of Development and Communications, and have decided to engage her as an Independent Contractor for the period between August 1 and September 30th. This will allow her to start work immediately, with a particular focus on supporting our Annual Recognition Event and Fundraiser on September 21st. Thereafter, we will determine whether or not to continue the engagement and, if so, whether she will continue on a contractor basis or as a regular employee.

- Sadly, Ashling Kelly has submitted her resignation, effective August 21st. I am sure that the Board joins me in gratitude for her service to the Consortium and in wishing her well in all that comes next.

The senior management team met to determine how to absorb Ashling’s duties in the near-term and also how to address them in the long-term. It is my feeling that we should take this opportunity to rethink the administrative staffing plan, filling both the Office Manager’s position *and* adding another person to the Fiscal Department.

Board and Community Relations

Since the last report:

- On June 8, met with select members of the CMH Board of Trustees to educate them about CARTS
- On June 15, attended the Housing Coalition Forum at CGCC
- On June 16, conducted second of two New Board Member Orientation Sessions
- On June 20, presented on CARTS to the BOD for the Home for the Aged
- On June 29, met with Aman Nakagawa, new(ish) ED at the Greene County Rural Health Network
- On July 10, met with Carole Clark, Carol O’Donnell, and Pam Kline of the Recovery Kitchen
- On July 18, attended the COAD (Community Organizations Addressing Disaster) meeting in Greene Co.
- On July 18, facilitated the meeting of the Long Term Care Council
- On July 21, welcomed staff from Ginsberg’s Foods, which presented a donation check to CARTS
- On July 25, attended ceremony at the Bank of Greene County to accept grant to Cancer Funds
- On July 26, welcomed three colleagues from the NY Health Foundation to our office in Hudson

And ahead:

- On July 28, will meet with Board Members from the Rip Van Winkle Foundation
- From August 7th through April 28th, will be out of the office and the country
- On September 2, will attend the Alliance for Positive Health’s Co-Greene Garden Party in Athens
- September 14th and 15th, *may* attend the NYSARH Rural Health Symposium in Oswego, time-permitting
- September 21—ANNUAL RECOGNITION EVENT AND FUNDRAISER!!!
- September 22nd and 23rd—HANYS Conference in Saratoga Springs

Upcoming Board and Committee Meeting Dates

9/6	Executive Committee	9:00 am
9/6	Corporate Compliance Committee	10:00 am
9/26	Budget and Finance Committee	3:00 pm
10/4	Board of Directors	2:30 pm