



**CALMRA, Inc.**

*serving people with cognitive disabilities*

# **2019 Annual Report**

**Administrative Offices  
14100 Laurel Park Drive  
Laurel, Maryland 20707  
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Fax (301) 982-7805  
And the  
Mary Solko Senior Center  
Phone (240) 264-5970  
Fax (240) 264-5972**

**[www.calmra.org](http://www.calmra.org)**

# CALMRA, Inc.

## 2019 Annual Report

**Mission Statement: The mission of CALMRA, Inc. is to improve the lives of persons with cognitive disabilities by providing the highest quality residential, day, and other support services in an ethical and loving environment.**

### 2019 Board of Directors:

#### **Officers:**

President ... Kathy Labukas  
Vice President...William Moon  
Treasurer... David Brokate  
Secretary... Joan Echols

#### **Members:**

Joseph W. Lowell  
Ken Windbeck  
William Dent  
Sara Henry, PhD  
Hazel Roeder  
Joan Echols  
Fred Windbeck  
Mark Mazz  
Patricia Morris  
Lois Funk  
Mary Kenney  
Sheila Saville  
Dave Saville  
Trudy Thornton

### Programmatic Review:

#### **2019 Program Events:**

- All homes and family members enjoyed another CALMRA picnic which was held at our building on June 1, 2019.
- Ms. Bianca Gatten-Rivers who lives in our Allview home was recognized at the MACS Achievement Awards held on May 23, 2019.
- Ms. Danielle Jordan, employed as a Full Time Counselor at our Durant home was honored at the Montgomery County Staff recognition event on October 21, 2019.
- CALMRA's Senior Center moved into its new location in the main CALMRA building after successful renovations and licensing updates.
- The Youth Mission from the Ashton United Methodist church volunteered their time to work on the yards at Branchview and Columbia homes.
- Julie Thornton received an award at the Prince George's County Employment Awards held on October 22, 2019.
- All program sites passed validation efforts for the upcoming Federal waiver billing to be initiated July, 2020.
- A fundraiser was held in April at Jailbreak. The event was initiated by Home Builders Care Foundation, Inc. to raise funds for bathroom renovations at the Gavin home.

### Administrative Review:

#### **2019 on the administrative front:**

- We settled in our new building and began the work to secure many needed renovations. ???
- William Moon, Board Member, was honored by CALMRA on June 20th at the Annual Meeting of Maryland Association for Community Services (MACS) as “Volunteer of the Year”.
- CALMRA continues to search for an HR Director after the sudden departure of the person in that position as well as PT administrative help.
- CALMRA received Group Home Rehab funding from Montgomery County for extensive renovations to our Durant home.
- CALMRA maintained its Giant gift card “Cash for Causes” fundraising activity.
- All Staff were recognized during Direct Support Appreciation Week with snack gift baskets, lip balm and a lunch time cookout.
- All lighting fixtures in the administrative building were updated by BG & E. The majority of the cost was paid for by a BG&E grant. New fixtures and bulbs will save energy and money on lighting costs.
- CALMRA participated in Prince George’s County Youth employment program. Three students worked over the summer; 2 at the Senior Center, 1 with the Finance office.
- Office computers were updated to work with Windows 10 as Windows 7 will no longer be supported after January 2020. Costs were financed.
- New Health Insurance was obtained via State of MD at substantial savings.

### Board of Directors Review:

- The Board of Directors met every other month to oversee agency operations.
- The Board reviewed and approved all renewable policies.
- The Board sponsored the annual staff appreciation event at the MNCPPC Laurel Senior Center in Laurel, MD on November 6th. Although it was the first time in 27 years no bonus’ were given, staff enjoyed lunch and door prizes.
- The annual Gift Solicitation effort/campaign was initiated in the fall.
- The Board implemented a very successful fundraiser, The Stuart Eisen Golf Tournament on May 21, 2019 at the Bowie Golf Course.

Various Committees make up the bulk of the hard work completed by the Board:

#### **Membership- William Dent, Chair**

This committee undertakes an annual membership campaign in the spring. This year’s campaign resulted in 52 members and received \$4590 (down \$1081.) from 2018.

#### **Community Living-Sheila Saville, Chair**

The committee planned and held the CALMRA Family Picnic which included great food, games, and dancing! The Community Living Guide was updated this year for the homes to have updated activity resources.

**Social Media Committee-Vacant-Chair**

The Social Media Committee continues to seek a new Chairperson and is striving for increased members. Our Facebook page continues to be active and our web site has been updated- [www.CALMRA.org](http://www.CALMRA.org).

**Facilities-David Saville, Chair**

**Finance-David Brokate, Chair**

This committee maintained CALMRA's investments as per the Investment Policy. Out of the ordinary expenditures are approved by this committee. The committee oversees/delegates the fiduciary responsibilities of the agency's 403 (B) retirement plan. This year the committee has been actively involved in plans to diminish the current deficit.

**Fundraising-Sara Henry, Chair**

In 2018 funds were received from Prince George's County Executive Community Partnership Grant in the amount of \$20,000 for a whole house electric generator for CALMRA's Bucklodge. In 2017 CALMRA received a 54% response to our fall/winter gift solicitation letter for a total of \$19,890 which represented a 7% increase over 2016. The monies from this campaign are targeted by the Board of Directors for use as follows:

45% Staff Enrichment	25% Capital Improvement
20% Future Planning	10% Endowment

**Personnel-Fred Windbeck, Chair**

The Personnel Committee reviewed and approved the new salary scales for FY '20 and also reviewed/approved changes to the Personnel Policy manual. The committee works with the Human Resources Department to monitor vacancies and new hires for Direct Support professionals.

**Quality Assurance-Joan Echols, Chair**

Our Quality Assurance Committee operates under a State of Maryland approved Plan to ensure Quality Service provision in our homes and our Day Program. This year, as in the past years, each home was visited by a team of volunteers who serve on the committee. The teams evaluate the homes' physical properties and most importantly the quality of services being provided. Each review includes an interview with all residents (or family advocate) and staff. The Quality Assurance Chairperson receives information and reports from the Standing Committee and Facilities committee.

**Nominating-Patricia Morris, Chair**

This committee presents a slate of candidates each year to serve on the Board and oversees the election process. The Nominating Committee meets in September and October of each year to select quality candidates to serve on the Board of Directors. Board members are elected for a term of 1-3 years with 1/3 of the Board members terms expiring each year. Voting ballots are sent out 1 month prior to the Annual Meeting. Election of the Officers is conducted at the first Board meeting of the calendar year.

**Standing Committee & Admissions/Discharge-Hazel Roeder, Chair**

The committee consists of two staff members, three Board members, and two community members. The Committee discussed the need to recruit replacement volunteers and reached out to the community. CALMRA'S Standing committee met 5 times in 2019. A total of 85 incident reports and 0 behavior management plans were reviewed this year as we are still waiting to receive updated plans from DDA/ ARC of Southern Maryland. The committee discussed the new reporting system in place for behavior management.

This year The Admissions/Discharge Review Committee reviewed all admissions and discharges. In 2019, CALMRA had 2 new admissions in the residential program. CALMRA had no discharges in 2019. There were 0 admission into the personal supports program. Currently there 3 residential vacancies, 2 in male homes 1 in a female home and several candidates are being considered for these vacancies. There is a new system put in place through the state for recruiting and referrals to all agencies. Over the past year CALMRA senior center admitted 3 individuals. The long-time chair of this committee, Ms. Hazel Roeder has stepped down.

**Staff Appreciation Committee- Kathy Labukas, Chair**

This committee plans and implements a Staff Appreciation event each year. The afternoon luncheon was held at the MNCPPC Laurel Senior Center in Laurel, MD on November 6, 2019 with a buffet from Mission BBQ. All staff, residents' family members and Board members were invited to participate. We received donations from family members and Board members. Staff who celebrated 5, 10, 15, 20, or 25 years of service were recognized. All staff received door prizes.



## CALMRA, Inc. STAFF 2019

### Administrative Staff

Allen, James

Bayly, Antonina

Decker, Kadi

Felecia Mukasa-Kintu

Jackson, Kelsey M.

Kamara, Fostina

Mbeseha, Margaret

Money, Robert

Money, Tammy

Saenz, Frank

Simon, Micah

Thompson, Susie R.

Tolbert, Nancy

Zacharek, Danna

### Position

Maintenance

PA/Activity Coordinator

FT Nurse

Program Administrator

Finance Director

Program Administrator

Program Administrator

Maintenance

Dir. of Program Operations

Maintenance

Office Manager

Day Program Director

Executive Director

Chief Operating Officer

Adedeji, Ibukun B.	Ekubazgi, Reshan B	Lafemina, Paula A	Poukouta Mbimi, Rosalie
Adeleye, Gbade I	Enwerem, Theresa	Manneh, Mangiki	Saba, Folasade Olubunmi
Adeleye, Samuel A	Fanday, Ruguatu S.	Mansaray, Isata	Sackey, Ruth R
Adesoji, Olamiposi Blessing	Frazier, Jacqueline	Mansaray, Salamatu S.	Salmon, Jevoan D
Aghariaiha, Sylvia O	Friday, Judy	Marc, Nadine	Salubi, Esther
Aiyegbusi, Boladale	Gayle, Clifford A	Mbuh, Judith Veshiyi	Sanwoola, Adebunmi A
Aruna-Ogun, Wadi A	Gayle, Marvalyn E	Mitchell, Audra	Sappleton Howell, Joy R
Asfaw, Hana S.	Glory, Bamu	Mitchell, Lucretia T	Tate, Catherine E
Assefa, Felekech	Grimes-Taylor, Roseline	Mokom, Pascal M	Tekle, Genet A
Awung Nke, Catherine	Ibe, Felix E	Morgan Jr, George	Thomas, Josephine O
Babayale, Atinuke	Ibrahim, Abu Bakarr	Musa, Elfreda	Ubani, Eunice C
Bangura, Nadie Sento	Ikpeama, Hilary A	Nah, Rose	Uduji, Nkiru E
Birdow, Amanda	Jalloh, Isata	Ncho, Florence	Vanhouten, Peter
Bisiriyu, Idowu Silifat	Jardine, Lisa	Ndip, Marie	Villafuerte, Natalia Nicole
Cephas, Marlo S	Jean, Irma	Nkeh, Juliet	Vincent, Alexia A
Chijioko, Cassandra	Jing Mbanwie, Harriete T	Oben, Christa	Washington, Kim
Conteh, Bintu	Johnson, Mabel	Ogra, Udoka	Washington, Tiffany A
Conteh, Veronica S	Jones, Chanika	Ohue, Willy Andy	Williams, Tymeka
Cooper, Brenda	Jones, Taneisha S	Oke-Adeniyi, Olufunmilayo A	Williams-Culley, Katisha
Cooper, Neje	Jordan, Danielle	Okongwu, Patricia N.	Winston, Cynthia M.
Dancy, Jeanne L	Kabtiymer, Meseret S.	Okuleye, Ayotunde	Wurie, Alice
Davis, Aleah Z.	Kadiku, Lateef	Olaleye, Dorcas	Yeku, Alice O
Dawson, Robert	Kamara, Kadiatu G	Oliver Ohue, Mary Anne	Young, Joyce
Dekoladenu, Diane Allen	Kamara, Louis K.	Onabiyi, Rukayat O	
Delice, Marie	Kamara, Toma	Onabiyi, Shamsideen	
Delice, Rose	Kengbo, Raymonde I	Onabiyi, Wosilat O	
Desta, Wubitu B	Koroma, Hawa M	Onwukwe, Olive I	
Dosumu, Hawa	Kumfa, Francisca B	Oshodi, Olanrewaju	
Duhu, Tochi	Ladejobi, Babatunde A	Osifuye, Wemimo D	
Ebai, Brancosteve A		Payne-Ajayi, Pamela	

In 2019, CALMRA, Inc. grieved the loss of:

Shawn Bradford  
*1969-2019*



Chris Connell  
*1957-2019*





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# 2019 MAJOR DONATIONS & GRANTS

## **AMAZON SMILE**

Cash donations from % of patron's on-line shopping

## **HARWOOD THRIFT STORE Of Damascus United Methodist Church**

Regular, on-going cash donations

## **MARY SOLKO SENIOR CENTER**

George & Joan Dent, Matilda Bradford, Hazel Roeder, and Cecil & Barbara Torrico

## **MONTGOMERY COUNTY GOVERNMENT:**

Group Home Rehabilitation funds for home renovations.

## **MAJOR GENERAL DONATIONS**

Alco Pharmacy  
Bill Dent