

Administrator's Report: No. 2

CUMI ADMINISTRATOR'S REPORT

Red Arrow [➡] – new inserts

The Committee for the Upliftment of the Mentally Ill (CUMI) January 17th – February 18th, 2011 [Brandon Hill] Little House – Sunset Boulevard

- The Brandon Hill CUMI Rehabilitation Day Centre Services for the period January 17th - February 18th, 2011 facilitated 355 client-visits averaging 14 daily, with the ratio of male to female = 9:5. Meals served, (breakfast 254 and lunches 257) = 511.

For the same period, no new admissions/ or intake from the [Cornwall Regional Hospital] Herbert Eldemire Regional Hospital, Psychiatric department with One readmission from the community.

- ➡ February 14th – May 6th, 6 groups of trainees' psychiatric aides will attend CUMI for 2 weeks exposure.
- ➡ February 8th, Pearnel attended the NGO homeless conference as CUMI representative [report].
- ➡ February 20th, Nurse Crooks represented CUMI at the Bethel Assembly of God church outreach programme.
- ➡ **CUMI Come Run fundraising committee confirmed October 1st for 2011 'come run'**. The fundraising committee presented to CUMI for the trust fund 2 Million Dollars raised from the 2010 'come run'.
- ➡ KPMG have completed the auditing for July 31st, 2007 and delivered 6 bound copies to CUMI. The Tourism Enhancement Fund office was provided an email copy. CUMI is preparing and awaiting a date to commence 2008 auditing [C/o Arden & Simone].
- ➡ Received from the office of the prime minister, copy of the letter dated February 9th, 2011, addressed to Minister Spencer re: the request for the psychiatric ambulance for the mental health department.
- ➡ The 2011 James Maddison Alternative Spring-breakers are expected at CUMI March 7th – 11th.
- ➡ February 15th, Leon from the Jamaica Heritage Trust contacted CUMI with an interest to assist with any project CUMI would like assistance with. February 17th he was provided with photographs and information pertaining to the maintenance repairs needed to the roof and ceiling.
C/F November 25th received a fax letter from the office of the mayor relating to the previous letters from CUMI requesting assistance for repairs to the building that CUMI occupies. A letter of response was sent on the same date.
- ➡ **C/F** October 26th, telephone call from B. Bownman, communication public relations from Chicago, seeking a project to support whilst visiting Jamaica for February 2011. [Became aware of CUMI after visiting website]; 90 persons who are willing to complete any type of project for CUMI such as minor maintenance.
- ➡ **C/F** The smoke detector recommended by the fire inspector is still outstanding until CUMI can raise the funds for the installment. [Hawkeye can supply and install the smoke detectors at an estimated cost of \$39,965.05].

Children's Report

- ➡ The children's programme contracts/renewal for September 2010 – 2011 are prepared and ready for signing by the mother's and children.

2 JMMB accounts: **US \$ book fund account and JA \$ tertiary account.** ** [CUMI loan Apr. 23, '09 outstanding re: JMMB 'tertiary' accounts loan to JMMB account #1204411 for JA \$100,000.00]

• The schools that the children are attending: St. James College, Anchovy High, Team Work, Harrison Memorial High, Chetwood Primary, Catherine Hall school of Hope and Builder's Reading Centre/Prep. Monique attending Belair High School and Ottoa is attending Edna Manley College of Visual and Performing Arts for her second academic year.

Statutory deductions (tax bills): Current - last payments made for **January 2011** on February 14th, 2011. The payments were made under the new employer's monthly statutory remittance payroll deduction system at the Collector of Taxes office. [Simone prepared and submitted annual tax returns for 2010].

⇒ **C/F** November 1st, received a telephone call from the Inland Revenue Compliance office, stating that CUMI has an outstanding arrears for interest amounting to \$70,370.84 accumulated for 2002 and no company tax return submitted for 2004 – 2010 [this has been brought to the attention of Simone & Arden]. **January 2011 Arden and Simone is still dealing with this matter.**

C/F 2011 - Letter dated November 18, 2008, addressed to the HEART Trust Foundation – NTA requesting exemption from payment of HEART Taxes accordingly (C/o J. Hamilton – Attorney-At-Law). [To follow-up with attorney-at-law]

HAWKEYE Security Electronic System – nightly - quarterly rental payment current

Excel Security Services Ltd – security/male staff Monday – Friday/ monthly payment current.

***LEASE OF AGREEMENT WITH ST. JAMES PARISH COUNCIL RE: CUMI REHABILITATION DAY CENTRE BRANDON HILL. MONTHLY RENT PAYMENT OF \$3,000.00 CURRENT.

- **TECHNICAL AND TELECOMMUNICATIONS EQUIPMENT: computers** – February 11th, The Herbert Morrison Trust Fund [Rev. E. Jackson and Rev. C. Frazer] provided CUMI with a new computer system to replace the children's # 2 computer which had crash.

An electronic Pen is used for Peach Tree financial accounting back- up and blank CD's for general office data along with the regular floppy diskettes [Peach Tree Accounting C/o Simone & Arden].

- **VOLUNTEERS:**

VISITORS & STUDENT ORIENTATION:

- North Caribbean University Social Work Students – 2 groups
- Herbert Morrison Trust Fund – Rev. E. Jackson & Rev. C. Frazer
- M. Tingling
- Community Psychiatry Aides

⇒ **Nurse Gordon passed on January 21st, 2011. CUMI paid tribute to her for her service and condolences to her family.**

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ANNUAL PUBLIC MEETING:
ANNUAL GENERAL MEETING: AGM 2010

NEXT MEETING date: **March 21st, 2011 [CUMI Day Centre, [Brandon Hill] Little House – Sunset Blvd.**