

Carolina Health Centers



Meeting Minutes by:

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Board of Directors Meeting

Date: January 25, 2021

Attending Chair: Abby Banks

Board of Directors:			Staff		
Name:	Present	Absent	Name:	Present	Absent
Banks, Abby - Chairperson	X		Veer, Sue	X	
Andrews, Nathan –Vice-Chair	X		Simons, Locke	X	
Britt, John	X		Ferguson, Miriam	X	
Bullard, Greg	X		Grogan, Paul	X	
Ferguson, Gail	X		Holloway, Brooke	X	
Wright, Edward Earl		A	Davis, Rachel	X	
Kapetanakos, Kim	X		Mellette, Dominic	X	
Luna, Mario	X		Waters, Alyson	X	
Natvig, Deb	X				
O’Neal, Malcolm	X		Guests:		
Hutchinson, Donna	X				
Stackhouse, Mary (ex-officio)	X				

<u>Agenda Item</u>		<u>Discussion</u>	<u>Decision/Action</u>
Call to Order	Abby Banks	Ms. Banks called the meeting to order at 5:04 P.M.	
Invocation	Greg Bullard	Mr. Bullard led with a brief invocation.	
Attendance	Alyson Waters	Quorum was confirmed.	
Approval of Board Minutes	Abby Banks	Approval of December 14, 2020 Minutes.	Unanimously approved on a motion by Mario Luna and second by Gail Ferguson.
2021 Committee Structure	Abby Banks	Ms. Banks gave a review of the Board Committees for the 2021-22 year.	To be uploaded to the Board Portal.

Leadership Team Reports:

President’s Report (Monthly)	Sue Veer	<p>Sue Veer provided her monthly report on the following domains of work:</p> <p>Advocacy & Health Policy:</p> <p>Of note:</p> <ul style="list-style-type: none"> The threats to the 340B program continue to be a high priority on 	
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		<p>the federal level and SV is playing an active role in the NACHC response strategy.</p> <ul style="list-style-type: none"> • SV assumed responsibility as Chair of SCPHCA Legislative Committee on 12/1/20. <ul style="list-style-type: none"> - State Policy and Issues Forum held in a virtual format on January 15th. - Budget request to General Assembly increased to \$8 million. - The SCPHCA is supporting a budget request for support of the Choose Well program. <p><u>Strategic & Operational Updates:</u> Of note:</p> <ul style="list-style-type: none"> • Alyson Waters accepted the promotion to Executive Assistant. • Leadership is evaluating adjustments to FFCRA and emergency leave parameters – Brooke Holloway to provide summary. • Plans underway to hire 4th pediatrician at Hometown and expand pediatric services to Lakelands Family Practice. • Board Development – transition meeting with Chair and Immediate Past Chair; Board Chair and CEO to attend NACHC Board Boot Camp to be held virtually in March. <p><u>External Partnerships & Affiliations:</u> Attending regular meetings with OCHIN CEO steering Committee; SCPHCA, Legislative committee, 330 Network and Board of Directors; CIMS meeting of committees and managing Partners; NACHC, Task Force on Undoing Racism</p> <p>Ms. Veer also reported on consulting activities and personal leave.</p> <p>A copy of presentation slides will be retained with the official copy of the</p>	
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		minutes and posted on the Board portal.	
Organizational Performance report	Paul Grogan	Mr. Grogan provided a quarterly Organizational Performance Report covering financial performance, collections, accounts receivable, and days of operating cash. A copy of the reports and presentation slides will be retained with the official copy of the minutes and posted on the Board portal.	
CMO Report	Dr. Simons	Dr. Simons gave a quick review of the Quality Clinical Measures for the month. The quality measures will be retained with the official copy of the minutes.	
Operations Report	Miriam Ferguson	Ms. Ferguson presented the board with operations, Information Technology and Facilities overview with emphasis on HIPAA Security Risk Analysis. She announced our first shipment of vaccines have arrived, 2,800 in total and discussed the plan for vaccine roll-out being with Phase 1a. A copy of the Operations Division report and presentation slides will be retained with the official copy of the minutes and posted on the Board portal.	
Department of Pharmacy Report	Dominic Mellette	Dr. Mellette reported on the continued assault Contract Pharmacy which started 7/1/20 when several manufacturers refused to ship 340B priced medication to contract pharmacy locations – HRSA remained largely silent on the issue initially, but general counsel for Health and Human Services has issued a strongly worded legal advisory opinion that these actions are illegal. This will continue to play out over several months; however, Dr. Mellette stated that data seems to indicate that this may be costing CHC \$50,000 a month in lost revenue from one contract pharmacy alone. Dr. Mellette also reported on the	

		success of our recently implemented home delivery service. Paul informed the board that this services has been initially supported by a federal grant.	
Distribution Only:	<ul style="list-style-type: none"> i. Quality and Population Health Measures i. Monthly RX Dashboard ii. Behavioral Health Report <ul style="list-style-type: none"> i. Beckman Center for Mental Health ii. CHC Behavioral Health Coordinator's Report 		
<u>Committee Reports:</u>			
Executive Committee		To be convened before February meeting of the full Board.	
Development Committee		No Report.	
Finance Committee	Donna Hutchinson	<p>Ms. Hutchinson presented 990 Tax Return form for approval to be submitted. The finance committee has reviewed the 990 form.</p> <p>Ms. Hutchinson is also seeking approval on behalf of the finance committee to increase three CPT codes in the Medicare Fee Schedule (see attached fee analysis)</p> <p>Paul Grogan furthered explained how we are billed and what CHC receives and that the increase is needed to ensure that we maximize Medicare reimbursement.</p>	<p>Approval of the 990 Form was made on a motion by John Britt and second by Malcolm O'Neal.</p> <p>Approval of an increase to the Medicare Fee Schedule was made on a motion by John Britt and second by Deb Natvig</p>
Strategic Planning Committee		No Report.	
<u>Discussion Action Items:</u> Standing Agenda items			
Grassroots Advocacy Report	<ul style="list-style-type: none"> i. Summary included in President's Report 		
Review of Corporate Policies	<ul style="list-style-type: none"> i. Leave Donation for Special Circumstances ii. Discussion re: FFCRA and CHC Self- 	Brooke Holloway reviewed both the policies, Leave Donation and the FFCRA & CHC Self-Funded Emergency Leave Provisions with the board and is seeking approval to move forward	Approval for both policies was made on a motion by Greg Bullard and second by John Britt.

	Funded Emergency Leave Provisions	with each.	
Old Business		None.	
New Business		None.	
Next Meeting	February 22, 2021	The next regular meeting of the Board of Directors for Carolina Health Centers will be held via Zoom.	
Adjournment			The board unanimously voted to adjourn on a motion by John Britt and second by Nathan Andrews.
Board Chairman Abby Banks	Electronic Signature		