

Carolina Health Centers



Meeting Minutes by:

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Board of Directors Meeting


Date: January 20, 2020


Attending Chair: Greg Bullard

Board of Directors:			Staff		
Name:	Present	Absent	Name:	Present	Absent
Andrews, Nathan	X		Veer, Sue	X	
Banks, Abby	X		Simons, Locke	X	
Britt, John	X		Ferguson, Miriam	X	
Bullard, Greg, Chairperson	X		Grogan, Paul	X	
Ferguson, Gail	X		Holloway, Brooke	X	
Wright, Edward Earl	X		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		A	Kelly Jolley	X	
Stackhouse, Mary (ex-officio)		A			

<u>Agenda Item</u>		<u>Discussion</u>	<u>Decision/Action</u>
Call to Order	Greg Bullard	Mr. Bullard called the meeting to order at 6:02 PM.	
Invocation	Gail Ferguson	Invocation was given by Gail Ferguson.	
Attendance	Alyson Waters	Quorum was confirmed.	
Guest Introduction	Sue Veer	Sue introduced Carolina Health Centers, corporate attorney, Kelly Jolley.	
2020 Planning Process	Greg Bullard	Greg announced there will be discussion of future goals for the organization, Sue's long term plan and performance goals at the Executive committee meeting on 01/21/2020. Sue stated they will be discussing the future of the leadership for the organization. Also adding there will be a retreat in the Fall of 2020.	
Approval of Board Minutes		The 2019 December minutes were presented for approval.	Unanimously approved on a motion by Earl Wright and second by Mario Luna.

Leadership Team Reports:

President's Report (Monthly)	Sue Veer	Sue provided her monthly report focusing on the importance of continued advocacy in light of the delay in securing a long term and stable commitment to the mandatory funding for health centers, along with new and escalating threats to the 340B program. Sue announced that Senator Floyd Nicholson was recognized by receiving the Marion Carnell Award at the Policy and Issues Forum of the SCPHCA. A luncheon will be held later in the year to recognize this award locally.	
Organizational Performance (Semi-Annual)	Paul Grogan  Organization Performance Deceml	Paul provided a brief summary, noting: <ul style="list-style-type: none"> • Visits and productivity continues to improve. • November & December were up in Total Collections (FY 2019-2020) • CHC is in the 80% of the 100 other health centers that use Epic/Ochin • YTD – profit/loses, documenting CHC is slightly behind budget. *See slides	
Quality Measures (Monthly)	Dr. Locke Simons	Dr. Simons covered recruiting/retention by announcing Scott Whitehead, PA at the Pendergrass Family Health Center resigned, but has returned, Dr. Berbin has lowered his hours to about 31 hours a week and we have gained a new PA. Production highlights are up in Pediatrics and again the most productive is Dr. Bonetti at TCC. QI- TCC Renewal submitted 12/1/2019 as certified patient medical home. *asked to apply PCMH Advanced project through SCMA. <ul style="list-style-type: none"> • Limited Quality Measures • UDS changes – see slides • Compliance – Peer review – Fall/Winter 2019 results *see slides • Risk Management • Brooke spoke on Incident reports ACTION ITEM: Seeking approval for Dr. Polyanne Lam, DO – Pediatrics @ TCC and Atalee Jones, PA – Floater for full premises to practice.	Unanimously approved on a motion by Malcolm O'Neal and second by John Britt.
Department of	Brooke Holloway	Brooke presented the board with a	

Corporate Compliance (Quarterly)	 2019 Incident Reports.pdf	summary of the Annual Incident Report for 2019, explaining the categories and results by site/category. *See slides Brooke also reported that CHC submitted a Grant last week with no additional changes needing to be made.	
Operations Report (Quarterly)	Miriam Ferguson	Miriam gave an overview of happenings in all things operations. <ul style="list-style-type: none"> • HIPAA Survey in February 2020 • Ochin consultant onsite – 1/31/2020 • Ochin staff and CHC staff continue to meet every two weeks to report how the system is operating. • CHC is close to being fully staffed • Pediatrics – new patients • ECS – Miechv received a Funded positions & Self Family Foundation funded/ part time position (Healthy Steps) 	
Department of Pharmacy (Quarterly)	Dr. Dominic Mellette	Dr. Mellette covered recent developments for the Department of Pharmacy. Here is a couple topic Dr. Mellette touched on: <ul style="list-style-type: none"> • Contract Pharmacy Arrangement is proving itself to be beneficial. • Copay assistance program coming along well and could possibly expand. • VRX is due to kick off 1/20/2020. With a three person team operating off site on our behalf and working to sync patients medications. This will decrease DIR fees and improve our Pharmacies Star Ratings. *Slides will be retained for viewing on the portal.	
	For Distribution Only	<ul style="list-style-type: none"> • Monthly RX Dashboard • Behavioral Health Report 	-Handout -No Report.
<u>Committee Reports:</u>			
	Executive Committee	No Report.	
	Development Committee	No Report.	
	Finance Committee – Malcolm O’Neal	Pharmacy Co-Pay Assistance policy has been recommended for review at the February 2020 Board of Directors meeting.	The recommendation to advert this discussion to February

		Paul Grogan recommended that the Medicare fee schedule be approved with no adjustments to be made.	2020 was made on a motion by John Britt and second by Gail Ferguson. The fee schedule was unanimously approved with no further adjustments to be made on a motion by Malcolm O’Neal and second by Gail Ferguson.
	Strategic Planning Committee	No Report.	
Discussion Action Items:			
Standing Agenda Items	a. Grassroots Advocacy Report	<ul style="list-style-type: none"> i. Summary included in PR. ii. Report from State P & I – Brooke Holloway & Rachel Davis <ul style="list-style-type: none"> 1. Marion Carnell Award – Senator Floyd Nicholson 	Rachel Davis announced that the report will be available on the portal.
	b. Review of Corporate Policies	<ul style="list-style-type: none"> i. RX Copay Assistance Policy – Dr. Mellette/Paul Grogan 	Mr. Grogan & Dr. Mellette informed the board on the ins and outs of the RX Copay Policy. Approval for this policy has been deferred to the 2020 February Board Meeting.
	c. Old Business	<ul style="list-style-type: none"> i. Status of OSV CAP – Brooke Holloway ii. Follow-up re: Employee Prescription Plan Coverage for retirees 	Brooke Holloway reported that CHC has satisfied all findings for the OSV Audit.
	d. New Business:		
Next Meeting		The next regular meeting of the Board of Directors for Carolina Health Centers will be held at The Inn on the Square on Monday, February 24, 2020.	
Executive Session			Greg Bullard dismissed staff from directors

			meeting and asked Brooke Holloway to sit in on the executive session.
Adjournment			The board unanimously voted to adjourn on a motion by
Board Chairman Greg Bullard	Electronic Signature		