

Carolina Health Centers



Meeting Minutes by:

Alyson Waters

Phone: 864-388-0301

Fax: 864-388-0648

E-mail:

awaters@carolinahealthcenters.org

Board of Directors Meeting

Date: February 22, 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		A
Bullard, Greg,	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		A	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 5:06 PM	
Invocation	John Britt	John led with a brief invocation.	
Attendance	Alyson Waters	Quorum was confirmed.	
Approval of Board Minutes		Approval of January 25, 2021 Minutes.	Unanimously approved on a motion Malcom O’Neal and second by Greg Bullard.

Leadership Team Reports:

President’s Report (Monthly) Sue Veer		Ms. Veer provided her regular monthly report in the following categories: <ul style="list-style-type: none"> • Advocacy & Health Policy: • Strategic and Operational Updates: <ul style="list-style-type: none"> ○ Leadership and Staff Development ○ Covid 19 Response 	
--	--	--	--

		<ul style="list-style-type: none"> ○ Clinical Department Updates ○ Funding ○ Board Development ● External Partnerships & Affiliations ● Consulting Activities ● Leave time <p>Of note, Ms. Veer discussed developments at NACHC resulting in the Board of Directors commissioning an independent organizational assessment. The NACHC Board Chair assigned Ms. Veer to the team overseeing the OA RFP development and vendor selection.</p> <p>NACHC Policy and Issues Forum will take place virtually over two weeks in March. Ms. Veer along with 3 board members are registered to participate in Board Member Boot Camp on Sunday, March 14th.</p> <p>The full report will be retained with the official copy of the minutes.</p>	
Organizational Performance Report (Monthly) Paul Grogan		<p>Mr. Grogan provided the monthly Organizational Performance Report including a review of utilization and financial performance.</p> <p>The full report will be retained with the official copy of the minutes.</p>	
CMO Report (Monthly) Dr. Locke Simons	I. Update on Covid 19 Response and Vaccine Plan	<p>Dr. Simons provided the monthly CMO report, which included a review of clinical measures updates in the following areas:</p> <ul style="list-style-type: none"> ● Recruitment and Staffing – of note: Dr. Grate plans to fully retire on June 1st. ● Status of Quality and Population Health efforts on Patient Centered Medical Home certification; ● Risk Management; ● Supplemental hypertension grant award and plan; and ● Covid 19 Response including Vaccine plan and schedule. <p>Of note: Dr. Simons informed the</p>	

		<p>Board that 1029 individuals have been vaccinated thus far, 135 of which are employees.</p> <p>The full report will be retained with the official copy of the minutes.</p>	
Distribution Only:	<ul style="list-style-type: none"> I. Quality and Population Health Measures II. Monthly RX Dashboard III. 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 - Abby Banks		<p>Ms. Abby Bank, Board Chair reported on the executive Committee meeting held on Thursday, February 8th. Items discussed included:</p> <ol style="list-style-type: none"> 1. Coordination with the Strategic and Program Planning Committee to initiate the triennial planning process in June with the expectation of a full Board planning session to be held in September and a final 3-year plan submitted for Board approval by the October meeting. 2. The processes in place for senior leadership team assessment and development with the goal that each member of the leadership team have a written leadership transition plan in place. The inclusion of a Myers Briggs analysis was recommended. 3. Board development strategy with the expectation of a recruitment strategy presented to the board in April with the goal of adding three board members. 4. Plans for the renewal of the CEO contract to be in place and effective by September 1, 2021. 	
Development Committee – John Britt	No Report.		
Finance	No Report.		

Committee – Donna Hutchinson			
Strategic Planning Committee – Deb Natvig	Semi-Annual Strategic Plan Report	<p>Committee chair Deborah Natvig reported that the Committee met immediately prior to the meeting of the full Board. During that meeting the semi-annual progress report, which has also been distributed to the full board was reviewed.</p> <p>Ms. Natvig reiterated the plans for developing the three year plan to cover 2021-2024, which will be supportive of the HRSA Service Area Competition grant application.</p> <p>Strategic Plan Report will be available on the Board Portal.</p>	
<u>Discussion Action Items: Standing Agenda items</u>			
Grassroots Advocacy Report	Summary included in President’s Report		
Review of Corporate Policies	Compensation Policy - Brooke Holloway	Approval deferred to March 2021 meeting.	
Old Business	None.		
New Business	None.		
Next Meeting	March 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 Malcolm O’Neal and second by Gail Ferguson.
Board Chairman Abby Banks	Electronic Signature		