Meeting Minutes by:
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Carolina Health Centers

Board of Directors Meeting

Date: November 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 virtual		Ferguson, Miriam	X	
Bullard, Greg,	X		Grogan, Paul	X	
Ferguson, Gail	X		Holloway, Brooke	X virtual	
Kapetanakos, Kim	X virtual		Davis, Rachel	X virtual	
Luna, Mario		A	Mellette, Dominic	X	
Natvig, Deb		A	Waters, Alyson	X	
O'Neal, Malcolm	X				
Hutchinson, Donna	X		**Guests:**		
Bishop, Johanna	X				
Stackhouse, Mary (ex-officio)	X				

Agenda Item		Discussion	Decision/Action
Call to Order	Nathan Andrews	Mr. Andrews called the meeting to order at 6:05PM	
Invocation	Greg Bullard	Mr. Bullard lead with a brief invocation.	
Attendance	Alyson Waters	Quorum was confirmed.	
Annual Review of Health Center Program Expectations for Board Members	Sue Veer	Ms. Veer gave a quick presentation on the expectations for Board Members. Covers Board Responsibilities, Accountability, Authority, Composition, and Demonstrating compliance. Other things mention were specific policies the board has to review, one being the Sliding Fee Policy that has to be approved every three years and the Fees are	

		reviewed/presented to the board once a year.	
Approval of Board Minutes		Approval of the October 2021 meeting Minutes.	Unanimously approved on a motion by Donna Hutchinson and second by Malcolm O'Neal.
<u>Leadership Team Reports</u>:			
President's Report (**Monthly**)	Sue Veer	Ms. Veer presented her monthly report covering; a) Advocacy and Health Policy; b) Strategic and Operational Updates; c) Board Development and Engagement; d) External Partnerships, Affiliations, and Civic Activities; and e) Consulting Activities. Ms. Veer spoke on the Holiday Bonus and to the sincere appreciation from the staff. Also announced that the Aggregate survey results will be available at the Jan. 2022 meeting. Sue Veer's slides will be obtained on the portal.	
Organizational Performance report (**Monthly**)	Paul Grogan	Mr. Grogan provided his monthly Organizational Performance Report covering CHC Encounters, Average Visits per Day, Collections, Accounts Receivable, Prescriptions Filled, Profit & Loss and Operating Cash on Hand.	
CMO Report (**Quarterly**)	Dr. Locke Simons	Dr. Simons gave his quarterly report covering Quality Metrics, Risk Management Goals, Department Updates: <u>COVID</u> – CMS vaccine mandate, 12-5-2021 and Giving vaccines to those 5 to 11 years old. <u>Hypertensive Grant -</u> 147 patients w/BP machines <u>HIV Grant</u> – Deadline 12-14-21 <u>Behavioral Health</u>, <u>Medical Staff</u> – May have vacancies from vaccine mandates (one full-time and two part-time), Epic changes and Enhancements, Medication-Assisted Treatment (MAT), Reporting Projects, Quality Department.	

		• Quality Improvement Committee Meeting November 23, 2021. • Risk Management Committee October 19, 2021, minutes pending. Next meeting December 21, 2021. NO ACTIONS.	
Distribution Only:	I. Quality and Population Health Measures II. Monthly RX Dashboard III. Behavioral Health Report		
<u>Committee Reports:</u>			
Executive Committee	Abby Banks	No Report.	
Development Committee	John Britt	i. ACTION ITEM: Proposed candidates from McCormick Family Practice The Development Committee is seeking approval for the proposed candidates from McCormick Family Practice to become members of the CHC Board of Directors. - Ms. Sojourner Jennings - Mr. Rodriguis Brown	Both McCormick candidates were unanimously approved by recommendation from the Development committee and second by Malcolm O'Neal.
Finance Committee	Donna Hutchinson	No Report.	
Strategic Planning Committee	Deb Natvig	No Report.	
<u>Discussion Action Items</u>: Standing Agenda items			
Grassroots Advocacy Report	i. Summary included in President's Report		
Review of	i. No policies for		

Corporate Policies	review and /or approval		
Old Business	Discussion re: guidelines and schedule for in-person meetings.	Discussion was held on continuing in-person meeting with concerns of following the CDC Guidelines. Then the iPad Trial was presented to ALL. <u>iPad Trial</u> – To provide all Board Members with an iPad for better internet connectivity to access the monthly meetings virtually. Trial is set to begin in January 2022.	The iPad Trial was unanimously approved on a motion by Malcolm O'Neal and second by Nathan Andrews.
New Business	i. ACTIONITEM: Review and approval of HRSA Service Area Competition Grant Application – Brooke Holloway ii. Employee Benefits Plan for 2022 – NO changes requiring Board approval	Brooke Holloway reviewed the HRSA Service Area Competition Grant Application and is seeking approval. NO CHANGES.	Approval for the HRSA Grant Application submission was made on a motion by Malcolm O'Neal and second by Gail Ferguson.
Next Meeting		The next regular meeting of the Board of Directors for Carolina Health Centers will December 7, 2021. This meeting will also be our Holiday celebration held at Enchanted Acres Event Barn Venue.	
Executive Session	Sue Veer	Went into Executive session at 7:20PM.	
Adjournment			The board unanimously voted to adjourn on a motion by Donna Hutchinson and second by Malcolm O'Neal.
Board Chairman Abby Banks	Electronic Signature		