

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: October 28, 2019



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		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	Greg Bullard	Mr. Bullard called the meeting to order at 6:01 PM	
Invocation		Mr. Andrews gave the invocation.	
Attendance	Alyson Waters	Quorum was confirmed.	
Introduction of New Board Member	Greg Bullard	Greg Bullard(Chair) introduced Donna Hutchinson, new board member to the board of CHC. All Board members and CHC staff participated in a round robin to introduce themselves.	
Approval of Board Minutes		The September 2019 minutes were presented for approval.	Unanimously approved on a motion by Mario Luna and second by Malcolm O'Neal.
OSV Discussion	Sue Veer/Paul Grogan/Brooke Holloway	Sue discussed the purpose, process, what to expect of the upcoming Operational Site Visit and the agenda for the three day visit. Brooke reviewed what HRSA visitors may need. (documents, bylaws, board roaster, grants and conflict of interest). And there	

		was a general discussion about what types of questions may be asked at the board session during the OSV.	
Leadership Team Reports:			
<p>President's Report (Monthly)</p>  <p>PR slides October 2019.pdf</p>	Sue Veer	<p>Sue provided a report on Advocacy and Health Policies noting: 1) the health center program is still hanging on a funding cliff; and 2) HRSA has expressed a goal of greater alignment between the Bureau of Primary Health Care (BPHC) and the Maternal Child Health Bureau. There has also been congressional interest in authorization/funding for increased collaboration. Because CHC is a pioneer in this area with our Early Childhood services, we have been engaged in discussions at the federal level.</p> <p>President's report/slide will be retained on the portal.</p>	
<p>Organizational Performance (Quarterly)</p>  <p>Organization Performance Septer</p>	Paul Grogan	<p>Paul presented his organizational performance summary highlighting the productivity in Family Practice/Pediatric Practices, Profit/Loss for the fiscal year 2020, Cash on Hand, Visit volume and Daily Revenues.</p> <p>Paul's report will be retained on the Portal for further viewing.</p>	
<p>Quality Measures (Monthly)</p>  <p>2019 Oct CMO board report.pdf</p>	Dr. Locke Simons	<p>In recruitment/staffing Dr. Simons announced that Scott Whitehead, PA is resigning from PFHC as of November 1, 2019.</p> <p>For Quality and Population Health, Dr. Simons stated PCMH renewal for all site have begun.</p> <p>Dr. Simons report and slides will be retained on the portal for further viewing.</p>	
<p>Operations (Quarterly)</p>	Miriam Ferguson	<p>Miriam gave brief review of the implementation from Epic. She presented a chart of the visit volume since the conversion. Reviewing our growth in visits in relationship to then ultimate target is for the company.</p> <p>ACTION ITEM:</p> <ol style="list-style-type: none"> i. CHC has been presented with an opportunity to receive grant funding for an additional position in the 	The board unanimously approved on a motion by John Britt and second

		<p>Healthy Families program and is seeking board approval to submit the grant application.</p> <p>ii. CHC has the opportunity to secure additional Healthy Steps funding through the Self Family Foundation and is seeking board approval to submit the grant application.</p>	<p>by Gail Ferguson.</p> <p>The board unanimously approved on a motion by Malcolm O’Neal and second by Deb Natvig.</p>
<p>Pharmacy (Quarterly)</p>  <p>Depart of Pharmacy Quarterly Report Oc</p>	<p>Dr. Dominic Mellette</p>	<p>Dominic announced that the Hudson Headwaters Audit went well and expressed how the auditors were impressed by the changes made since the last independent audit of our pharmacy program. Also stated that both the Walmart and Publix contract went live October 1, 2019.</p> <p>Dr. Mellette’s slides will be retained on the portal for further review.</p>	
	<p>For Distribution Only</p>	<ul style="list-style-type: none"> Monthly RX Dashboard 	 <p>Pharmacy Dashboard October</p>
Committee Reports:			
	<p>Executive Committee – Greg Bullard</p>	<p>Announcement of 2019-2020 Committee Chairs</p> <p>-Greg announced John Britt has accepted the Development Committee-Chair position, Malcolm O’Neal has agreed to Finance Committee-Chair and Deb Natvig has also agreed to continue as the Strategic Planning Committee-Chair.</p> <p>Discussion of adding an Advocacy Committee but possibly combining it with the Development Committee.</p>	
	<p>Development Committee</p>	<p>No Report.</p>	
	<p>Finance Committee – Malcolm O’Neal</p>	<p>i. Recommendation on Pharmacy Sliding Fee Schedule that is currently in use - see attached.</p> <p>i. Approval of the pay scales in place and the resources used to evaluate compensation.</p> <p>1) NACHC Annual Salary Survey</p>	<p>On the Finance Committee’s recommendation the current Pharmacy Sliding scale was approved and second by Deb Natvig.</p> <p>On the Finance Committee’s recommendation the Pay scales were</p>

		<p>2) SCPHCA 3) Indeed Recruitment Data 4) Zip Recruiter Data 5) Applicant Information</p> <p>l. Recommendation on the Year-End Bonus to pay full-time employees net \$400 and part-time employees net \$200</p>	<p>approved and Second by John Britt.</p> <p>On the Finance Committee's recommendation the Year-End Bonus was approved and Second by Gail Ferguson.</p>
	Strategic Planning Committee –	No Report.	
Discussion/Action Items:			
Standing Agenda Items	<p>a. Grassroots Advocacy Report</p> <p>b. Review of Corporate Compliance Framework – Brooke Holloway</p>	<p>Summary Included in President's Report</p> <p>Brooke reviewed the organization compliance plan with OIG's 7 Fundamental Elements.</p>	<p> PR October 19.pdf</p> <p> Compliance Update (Brooke).pdf</p>
Old Business	Update on OSV – Brooke Holloway	Brooke went over OSV documents with the board.	
New Business	No new business.		
Next Meeting		The next regular meeting of the Board of Directors for Carolina Health Centers, TBD.	
Executive Session			The board dismissed staff from directors meeting and asked Paul and Brooke to sit in on the executive session.
Adjournment			The board unanimously voted to adjourn on a motion by
Board Chairman Greg Bullard	Electronic Signature		