

Carolina Health Centers



Meeting Minutes by:

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Board of Directors Meeting

Date: February 25, 2019

Attending Chair: Greg Bullard

Board of Directors:			Staff		
Name:	Present	Absent	Name:	Present	Absent
Andrews, Nathan	X		Sue Veer	X	
Banks, Abby	X		Rachel Davis	X	
Britt, John		A	Miriam Ferguson	X	
Bullard, Greg, Chairperson	X		Paul Grogan	X	
Ferguson, Gail	X		Brooke Holloway	X	
Stackhouse, Mary	X		Alyson Waters	X	
Kapetanakos, Kim	X		Dom Mellette	X	
Luna, Mario	X		Locke Simons	X	
Natvig, Deb	X				
O'Neal, Malcolm	X		Guests:		
Ridgely, Walter	X				
Wright, Edward Earl	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 6:05 PM.	
Invocation	Nathan Andrews		
Attendance	Alyson Waters	Quorum was confirmed.	
Approval of Board Minutes		The January 28, 2019 minutes were presented for approval.	January minutes were unanimously approved on a motion by O'Neal/Ridgely.

Leadership Team Reports:

Organizational Performance (Quarterly)	Paul Grogan	Paul reviewed medical utilization statistics, noting a slight decrease; however, visits per day have increased to 16.2 for Family Practice and for Pediatrics, putting both Departments back in a healthy range. Paul reviewed the payer mix, noting an	
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		<p>increase in commercial insurance.</p> <p>In preparation for our switch to EPIC, a plan is to reduce AR</p> <p>Pharmacy utilization remains strong, with the growth at CCP-V matching the volume at CCP-NW. We continue to analyze the impact of a dispensary pharmacy at TCC, as well as build out the contract pharmacy strategy. However, since we have seen both pharmacies mature we are working to capitalize on the two pharmacy in-house pharmacy operations.</p> <p>Financially, CHC had a good January, but we are still below budget by \$130,000 YTD, which could track to a loss of \$500,000 or more for the fiscal year.</p> <p>Cash rebounded to \$1.4 million but we should prepare for a drop in cash during the next three pay period month.</p> <p>Supporting documents and slides will be retained with the official copy of the minutes.</p>	
<p>Quality Measures (Monthly)</p>	<p>Locke Simons</p>	<p>Dr. Simons announced Dr. McCann (LC4) is no longer employed by CHC. Termination of her contract was effective 1/31/2019.</p> <p><u>Recruitment/Staffing:</u></p> <ul style="list-style-type: none"> • We are in immediate need of a Pediatrician for Hometown FP. A qualified and available candidate was interviewed this week; however hospital call and required relocation may be an obstacle. <p><u>Quality Measures:</u></p> <ul style="list-style-type: none"> • For the first time we have met both goals for diabetes control and appear to be trending in the right direction. • Hypertension control measures trended downward. • Exceeding our goal in Cervical Cancer 	

		<p>Screening.</p> <ul style="list-style-type: none"> • Vaccination rates are continuing to decrease and working on coordination with care management staff. • Significant increase in meeting our Depression Screening goals. <p><u>Compliance:</u></p> <ul style="list-style-type: none"> • 2 patient dismissals for the month- both were argumentative, rude, profane and threatening. <p>Supporting documents and slides will be retained with the official copy of the minutes.</p>	
Department of Pharmacy (Quarterly)	Dom Mellette	<p>Dominic presented initiatives underway to increase clinical outreach and integration as a core component of the primary care medical home.</p> <ul style="list-style-type: none"> • Outreach to Presbyterian College to initiate CCP serving as a preceptor site. Dom, Shelley Botchie (Personal Coordinator/HR) and Jack Cooper (Pharmacist) made a visit to the college and felt that they and Carolina Health Centers were perceived well and will move this initiative forward. • Increased collaboration with Upper Savannah Care Services (Regional HIV/Aids provider) to direct high risk patients to CHC for primary care in support of PrEP (pre-exposure prophylaxis therapy). Will support increased utilization on both the pharmacy and medical sides and assist with retaining existing patients. <p>Supporting documents and slides will be retained with the official copy of the minutes.</p>	
President's Report (Monthly)	Sue Veer	<p><u>Organization PIP</u> – CHC is on track to see our most significant loss in five years. Lucky we have had an early warning</p>	

		<p>system with our analysis team. We were brought to this point by,</p> <ul style="list-style-type: none"> • Decrease in patient volume resulting in revenue below projections • Increase in expenses due to budgeted growth in volume and services <p>Goal of the PIP Plan presented to the joint Finance and Strategic Plan Committees is: to reduce expenses while making every effort to maintain optimal access for our patients and minimize negative consequences on our workforce.</p> <p>LC4 – reduction in staffing and operating hours could potentially save \$420,000.</p> <p><u>Advocacy:</u></p> <ul style="list-style-type: none"> • Federal <ul style="list-style-type: none"> ○ 2 Health Center Funding bills moving through Senate with a 5 year of stable funding and a cross-support for workforce development. ○ 340B, CVS Caremark retracted discriminatory contract terms. Consequently 4 states are continuing to pursue legislation at federal and state levels. • State- see Rachel’s notes. <p>Other strategic and operational updates provide in presentation and written report. Supporting documents and slides will be retained with the official copy of the minutes.</p>	<p>As of March 4, 2019, LC4’s hours have been reduced to Monday through Friday, 8:00 AM – 6:30.</p> <p>Reduction of hours for LC4 were unanimously approved by the board.</p>
	Rachel Davis	<p><u>Advocacy:</u></p> <ul style="list-style-type: none"> • State- State Policy and Issues Forum: 	

		Rachel gave a brief coverage on the subject and handed out an overview of the Impact that Health Centers are having on the State population. Hand out will retained for review.	
For Distribution	Alyson Waters	<ul style="list-style-type: none"> Monthly RX Dashboard 	
<u>Committee Reports:</u>			
	Executive Committee – Greg Bullard	Status of CEO Performance Appraisal	To be discussed at March 25, 2019 Board Meeting.
	Development Committee – Malcolm O’Neal	No Report.	
	Finance Committee – Walter Ridgely	Report on joint meeting re: Organization PIP Walter felt it was an open and honest meeting about the status of the organization’s performance and a reasonable and well-thought out improvement plan.	
	Strategic Planning Committee – Deborah Natvig	Report on joint meeting re: Organization PIP Deb stated that progress on the plan will be a regular item for review and adjustments can be made based on progress and changing circumstances.	
<u>Discussion Action Items:</u>			
Standing Agenda Items	Grassroots Advocacy Report	Included in PR Report.	
Old Business	Report on Feb 23, 2019 American Legion D.C. event – Greg Bullard	Greg Bullard spoke about his trip to Washington D.C. to accompany our former Board Chair, John Britt as he had the honor of laying a wreath on the Tomb of the Unknown Soldier as part of his duties as South Carolina Department Commander of the American Legion. Mr. and Mrs. Bullard represented CHC with Congress members and Congressional staff that were in attendance - Mr. Bullard as a board member and Mrs. Bullard as a former board member and patient. Photos and video will be retained for your viewing on the portal.	
	OSV Update and	Federal Review performed every 3 years-	Kick off will start at

	Prep Plan – Brooke Holloway	one for finance, governance and one for clinical. The management team has started going through the manual for guidance materials and what we still need to be educated about. A schedule date to be announced when made.	March Board Meeting.
New Business	Sue Veer	<u>Annual Report on Programs 2018</u> We have signed the grant that will allow us to continue Healthy Steps. (3 year pilot program)	Deb Natvig is requesting an educational opportunity for the board to learn more about both programs. (Impact of the company, how they get their cliental, how many people are being seen and what the results are.
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, March 25, 2019.	
Adjournment			The board unanimously voted to adjourn on a motion by Ridgely/Luna.
Board Chairman Greg Bullard	Electronic Signature		