

Carolina Health Centers



Meeting Notes by:

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Board of Directors Mid-Cycle Update

Date: April 2, 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		A	Davis, Rachel		A
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)		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 4:15 and noted that that the meeting has been called for leadership to provide a mid-cycle update on CHC's ongoing response to the Covid 19 emergency	
Invocation		Dr. Locke Simons provided an invocation.	
Attendance	Alyson Waters	Though this mid-cycle update does not constitute the regular monthly meeting, one item will require Board action; therefore a quorum was confirmed.	
Covid 19 Response Update	Leadership Team led by Sue Veer	Ms. Veer opened by noting that this update would not include information on the federal, state, or local spread of and response to Covid 19, but will focus on CHC response and current status. With input from the senior team, a comprehensive update was provided covering the following areas:	
		<u>Status of clinical operations:</u>	

		<ul style="list-style-type: none"> • Ridge Spring Family Practice reopened on 4/1/20 • All medical sites remain open with modifications to minimize exposure. • All sites are conducting triage before patients enter the building, • Testing is being performed outside at all sites. • Some sites are doing all sick care outside while others have outdoor areas staged for sick care. • As of this date 63 tests have been conducted, 5 of those on employees, with one positive result returned. The positive result was not on a patient. • Visit volume is decreased by 39%. 	
		<p><u>Supplies:</u></p> <ul style="list-style-type: none"> • Personal Protective Equipment (PPE) is being monitored daily. • Staff are receiving regular instruction on CDC guidelines to optimize protection while conserving limited supply. • Donations are coming in from various sources throughout the community and abroad. • Most critical need is N95 masks. 	
		<p><u>Personnel:</u></p> <ul style="list-style-type: none"> • CHC is embracing a new philosophy and the realities around working “virtually” – recognizing that many jobs can be performed from remote locations; however noting the reality of possible decreased productivity due to reduced demands and personal adjustment to a virtual workspace. • Approximately 15-20% of the workforce are “unable” to come to a health center site or office – reasons being: working from home, lack of childcare, or need to self-quarantine due to possible exposure or symptoms. • Temporary paid leave provisions have been implemented and communicated following previous Board approval. 	
		<p><u>Media and Public Relations:</u></p> <ul style="list-style-type: none"> • Maintaining a regular and very positive presence on social media with very good feedback from patients and public. • One inquiry from Index Journal resulted in newspaper article in which CHC was 	

		featured in a favorable light.	
		<p><u>Legislation and Funding:</u></p> <ul style="list-style-type: none"> • Two new pieces of legislation have been passed that have impact on CHC. • The Families First Coronavirus Recovery Act (FFCRA) includes provisions related to emergency paid sick and family leave. Though technically exempt, CHC has voluntarily opted to provide leave consistent with these provisions based on current circumstances, commitment to the workforce, and the need to be well positioned to mobilize as needed. • The Coronavirus Aid, relief, and Economic Securities Act (CARES Act) contains a provisions for Payroll Protection Program (PPP) loans through the Small Business Administration. These loans provide funding for up to 250% of payroll for 8 weeks and are forgiven based on staff retention/rehiring through and following the pandemic. These loans will be given on a first come/first served basis until the funds are exhausted. Leadership is requesting board approval to apply for a \$1.5 million PPP loan through Countybank. 	Application for a PPP loan through Countybank was unanimously approved on a motion by Hutchinson/Andrews.
Meeting Schedule	Sue Veer	Ms. Veer asked for the Board's input as to the meeting schedule during this emergency. The Board was in agreement that, given the regular updates being provided via email, it is sufficient to continue with the regular monthly meeting unless circumstances warrant additional called meetings. The next regular meeting of the Board of Directors will be Monday, April 27, 2020 via Zoom or conference call.	
Adjourn		The meeting was adjourned by consensus.	