

# Carolina Health Centers



## Board of Directors Meeting

Date: September 23, 2019

Attending Chair: Nathan Andrews, Vice-Chair

Meeting Minutes by:

Alyson Waters

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<u>Board of Directors:</u>			<u>Staff</u>		
Name:	Present	Absent	Name:	Present	Absent
Andrews, Nathan - Vice-Chair	X		Veer, Sue	X	
Banks, Abby	X		Simons, Locke	X	
Britt, John	X		Ferguson, Miriam	X	
Bullard, Greg - Chairperson	Phone		Grogan, Paul	X	
Ferguson, Gail	X		Holloway, Brooke	X	
Wright, Edward Earl		A	Davis, Rachel	X	
Kapetanakos, Kim		A	Mellette, Dominic	X	
Luna, Mario	X		Waters, Alyson	X	
Natvig, Deb	X				
O'Neal, Malcolm	X		<u>Guests:</u>		
Stackhouse, Mary (ex-officio)		A			

<u>Agenda Item</u>		<u>Discussion</u>	<u>Decision/Action</u>
Call to order	Nathan Andrews	Mr. Andrews called the meeting to order at 6:20 PM	
Attendance	Alyson Waters	Quorum was confirmed.	
Approval of Board Minutes		The August 2019 Meeting Minutes were presented for approval.	The minutes were unanimously approved on a motion by Luna/O'Neal.

### Leadership Team Reports:

President's Report (Monthly)	Sue Veer	Sue briefed the board on Advocacy & Health Policy announcing her participation in the Congressional Fly-In. She also noted that the health center funding cliff has been averted for the moment, but we continue seeking a long-term resolution in the form of a multiyear authorization with incremental expansion funding. In the world of 340B Drug Pricing program a House bill focused on the rising	
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		<p>cost of prescription drugs poses a risk of unintended collateral damage 340B covered entities by elimination of over 250 drugs including insulin from 340B eligibility. Health centers continue to seek clarity on how health centers reflect contract pharmacy on their Scope and whether a sliding fee discount is required for contract pharmacy.</p> <p>From the state legislature, Sue also reviewed the proposed fetal heartbeat legislation and a move to include SC in a multi-state provider licensing compact.</p> <p>Announced the Corporate Staff meeting is on September 24<sup>th</sup>, 2019 (agenda attached) and leadership team annual performance appraisals are underway with one self-evaluation completed.</p>	
<p>Organizational Performance <b>(Quarterly)</b></p> <p>Sliding Fee Review</p>	Paul Grogan	<p>Paul noted that as of August we are on track to recover from the drop during the Epic conversion, in part due to increases in Medicaid utilization. In collections we are down \$600,000 for the year with \$100,000 possibly due to delays in posting payments with old system to new system. Paul noted that this decrease was anticipated. Accounts receivable is showing day in AR to be about 29 not including Epic. Paul also briefly stated our revenue has picked up in the Pharmacy and our operating cash only took a slight dip during Epic conversion.</p> <p>Paul distributed a sliding fee questionnaire from the Patient Survey completed during August and September 2019. After reviewing the data in this survey, it was the consensus of the board that the change from \$10 to \$20 for the sliding fee Level A nominal fee has not been a burden to our sliding fee patients. Therefore, no action needed to be taken to change our fees.</p>	
Quality Measures <b>(Monthly)</b>	Locke Simons	Dr. Simons presented recruitment updates for both Pediatrics & Family Practice providers. Noting the reduction of hours on January 2020 for Dr. Berbin at McCormick Family Practice.	

		<p>Dr. Simons stated the production highlights for Family practice patients per day are down and noted this is all Epic side effects of only being on the system for 3-6 weeks.</p> <p>Quality/Population Health - Dr. Simons announced PCMH renewal are due, TCC on January 2020 and other sites April 2020.</p> <ol style="list-style-type: none"> <li>i. Peer Review – Dr. Simons presented all methods, areas of focus and final results of review. Announcing as of spring of 2019 out of the 30 providers reviewed, there were no incidents of non-compliance and 12 providers had NO identified issues at all.</li> <li>ii. Risk Management meetings are on-going with bi-monthly assessments.</li> <li>iii. Patient Satisfaction Survey CY2018, October. Dr. Simons noted that Pediatrics and Uptown are not included in this survey.(Dr. Simons slides we be retain with the minutes for review)</li> <li>iv. Quality Measures - were reviewed and questions answered.</li> </ol>	
<p>Department of Corporate Compliance <b>(Quarterly)</b></p>	<p>Brooke Holloway</p>	<p>Brooke Holloway highlighted HR updates, OSV Preparation, Patient Satisfaction, Recruitment/Retention, and Special Programs. Ms. Veer noted no significant compliance concerns raised during regular review of incident reports.</p> <ul style="list-style-type: none"> <li>• OSV Preparation – Kacie McCutcheon and Shelley Botchie are working on credentialing/Privileging and Recruitment/Retention. Rachel Davis is working on ensuring compliance with staff training requirements. We also continue organizing documents and that have to be provided for the reviewers upon their arrival on November 5<sup>th</sup>.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Patient Satisfaction – Documents are in the final stages of developing and also being translated into Spanish</li> <li>• Special Programs - ChooseWell (pregnancy Intention) – Our funding has been extended at least to 2022. SETEP (HIV/AIDS) – The grant is not over, we were selected as part of an extension project.</li> </ul>	
	For Distribution Only	<ul style="list-style-type: none"> <li>• Monthly RX Dashboard</li> <li>• Behavioral Health Report</li> </ul>	
<b><u>Committee Reports:</u></b>			
	Executive Committee	No Report.	
	Development Committee – Malcolm O’Neal	No Report.	
	Finance Committee	No Report.	
	Strategic Planning Committee – Deborah Natvig	Deborah Natvig reviewed the priorities and goals of the company with highlighting the progress areas of controlled substances, behavioral health services grant and increasing access in telehealth.	
<b><u>Discussion Action Items:</u></b>			
Standing Agenda Items	a. Grassroots Advocacy Report -Rachel Davis	<ul style="list-style-type: none"> <li>i. Summary included in President’s Report. Gold Status</li> <li>ii. Report on Action Alerts &amp; CHC enlisted advocates - Rachel Davis reiterated the importance of being an active advocate and provided a website for everyone to visit for their viewing. <a href="http://Hcadvocacy.org">Hcadvocacy.org</a></li> </ul>	
	b. Review of Corporate Policies	<ul style="list-style-type: none"> <li>i. Pharmacy Services – Sue Veer presented the change in Dominic Mellette’s title from Director of Pharmacy to Chief Pharmacy Officer, scope of his job. Addition change reflects the implementation of contract pharmacy arrangements.</li> <li>ii. Approval of Professional Appearance Policy – Sue Veer</li> </ul>	<p>The board unanimously voted with a motion made by Malcolm O’Neal and second by Nathan Andrews.</p> <p>The board unanimously voted with a motion</p>

		<p>presented the policy seeking approval to be implemented to the company.</p> <p>iii. Hours of Operation – Sue Veer is seeking approval for the policy to remain as it currently exists.</p>	<p>made by Mario Luna and second by Gail Ferguson.</p> <p>The board unanimously voted with a motion made by John Britt and second by Malcolm O’Neal.</p>
Old Business			
New Business	Sue Veer	Sue announced to the Board and Leadership Team that the Holiday Dinner is scheduled for Monday December 16 <sup>th</sup> at Lady Amelia’s in Cross Hill.	
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, October 28, 2019.	
Adjournment			The board unanimously voted to adjourn on a motion by Andrews/O’Neal.
Board Chairman Greg Bullard	Electronic Signature		