

Carolina Health Centers



Meeting Minutes by:

Sue Veer

Phone: 864-388-0301

Fax: 864-388-0648

E-mail:

sveer@carolinahealthcenters.org

Board of Directors Meeting

Date: November 25, 2019 (via conference call)

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	X		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 6:05PM	
Invocation			
Attendance	Sue Veer	Ms. Veer conducted role call and confirmed a quorum.	
Approval of Board Minutes		The October 2019 minutes were presented for approval.	Unanimously approved on a motion by O'Neal/Luna.

Leadership Team Reports:

Organizational Performance (Monthly)	Paul Grogan	<p>Paul provided a brief verbal summary, noting:</p> <ul style="list-style-type: none"> Productivity continues to improve week-by-week; Contract pharmacy performance is exceeding expectations; Both revenue and cash remain positive; and The Board should expect a drop in revenue for the November reports due 	
--	-------------	--	--

		to holiday bonuses, reduced operating days and expected adjustments.	
Team Updates	Leadership Team	Mr. Bullard asked if any of the leadership team had updates to share. Dominic Mellette informed the Board that he and the pharmacy team are working with operation to meet the deadline for implementation of new hazardous drug standards called ISP800. He briefly explained the standards and informed the Board we are on track to meet the implementation deadline.	
President's Report	Sue Veer	In lieu of a full written report, Sue provided a summary of the preliminary results of CHC's HRSA Operational Site Visit (OSV) noting the following: <ul style="list-style-type: none"> • A total of 10 out of the 93 elements are expected to have a finding of not being in full compliance. • 8 of the 10 findings are expected to be resolved during the 14 day Compliance Resolution Opportunity (CRO). • The remaining two findings, which will be addressed during a 90 day corrective action, are related to board composition and contractual language with external entities. 	
	For Distribution Only	<ul style="list-style-type: none"> • Monthly RX Dashboard 	
Committee Reports:			
	Executive Committee	No report.	
	Development Committee – Malcolm O'Neal	No report.	
	Finance Committee	No report.	
	Strategic Planning Committee – Deborah Natvig	No report.	
Discussion Action Items:			
Standing Agenda Items	Grassroots Advocacy Report	Sue gave a brief report on the status of health center funding, noting that she will be in Washington DC and making Hill visits the first week of December.	
	Review of Corporate Policies	Quality and the Pursuit of Excellence - the policy which was previously distributed for review was approved.	Unanimously approved on a motion by Britt/Andrews.
		Paul Grogan requested approval of the following modifications to finance policies contingent upon them being consistent with	Unanimously approved on a motion by O'Neal/Luna.

		<p>HRSA acknowledgment of these changes bringing CHC into full compliance with these elements:</p> <ol style="list-style-type: none"> 1. the inclusion of a clause noting that sliding fee applies to pharmacy; 2. the removal of a phrase noting that sliding fee applies to on-site services; and 3. The inclusion of a clause noting that individuals are not refused care due to an inability to pay. 	
Old Business		No old business to complete.	
New Business	Employee benefit Plan 2020	<p>Brooke Holloway and Paul Grogan reviewed changes to the employer sponsored insurance (ESI) component of CHC's Employee Benefit Plan for 2020, noting that we had experienced a 14% increase in cost. To minimize the impact on the organizations financial resources while maintaining affordability for the employees, adjustments were made to coinsurance components of the plan. Brooke also noted one vendor change which was executed due to input from employees. Other than that no other changes to the employee benefits plan are recommended for 2020.</p>	Unanimously approved on a motion by Britt/Bullard.
	Form 990	<p>Paul Grogan noted that he had distributed the form 990 and ask for a board action acknowledging receipt and approval to submit.</p>	Unanimously approved on a motion by Britt/Hutchinson.
Next Meeting		<p>Sue Veer reminded the Board that the next regular meeting will be held in conjunction with the annual holiday dinner to which spouses and significant others are invited. That will be on December 16, 2019. Sue noted that there had been a change in venue and the meeting and dinner will be held at Montague's Restaurant in Greenwood</p>	
Adjournment			The board unanimously voted to adjourn on a motion by
Board Chairman Greg Bullard	Electronic Signature		