

# Carolina Health Centers



Meeting Minutes by:

Takeria Jones

Phone: 864-388-0301

Fax: 864-388-0648

E-mail:

tjones@carolinahealthcenters.org

## Board of Directors Meeting

Date: April 28th, 2024

Attending Chair: Abby Banks

<b>Board of Directors:</b>			<b>Staff</b>		
Name:	Present	Absent	Name:	Present	Absent
Banks, Abby – Chairperson	X		Veer, Sue	X	
Bishop, Johanna		X	Simons, Locke	X	
Britt, John – Vice Chair	X		Ferguson, Miriam	X	
Brown, Rodriguis	X		Mellette, Dominic	X	
Bullard, Greg (ex-officio)		X	Manner, Rachel	X	
Ferguson, Gail	X		Jones, Takeria	X	
Gale, Julian		X	Barnett, Shanna	X	
Jennings, Sojourner		X			
Kapetanacos, Kimberly		X	<b>Guests:</b>		
Luna, Mario	X		Clem, Chris	X	
O’Neal, Malcolm		X			
Otabor, David	X				
Ramage, Bonnie (Boo)	X				

<u>Agenda Item</u>		<u>Discussion</u>	<u>Decision/Action</u>
Call to Order	Abby Banks	Ms. Banks called the meeting to order at 6:04pm	
Invocation	John Britt	Mr. Britt led with a brief invocation.	
Attendance	Takeria Jones	The quorum was confirmed.	
Approval of Board Minutes		Approval of March 2025 Meeting Minutes.	Unanimously approved on a motion by John Britt and seconded by Gail Ferguson.

### **Leadership Team Reports:**

President’s Report <b>(Monthly)</b>	Sue Veer	Ms. Veer provided a report on the following areas:  <b>Advocacy and Health Policy Federal Focus</b>	
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		<ul style="list-style-type: none"> <li>• A copy of the HRSA budget for FY2026 was leaked and it mentioned some potential negative impacts on health centers including a 9% reduction in funding.</li> <li>• NACHC is planning fly-ins throughout the year to educate the new administration and Congress about the essential role of community health centers.</li> <li>• US Senator Bill Cassidy, M.D., the chair of the HELP Committee (Health, Education, Labor, and Pensions) has released a report of the 340B Drug Pricing Program and how covered entities are used and generate revenue.</li> <li>• Ms. Veer testified on April 22<sup>nd</sup> with a focus on educating the members on the role that health centers play in South Carolina's health care system.</li> <li>• The SCPHCA CEO and Sue Veer were notified from the SCDHHS leadership that their plan to reduce the pharmaceutical component of the Medicaid MCO capitation rate by 50%.</li> </ul> <p><b>Strategic and Operational Updates</b></p> <ul style="list-style-type: none"> <li>• Ms. Veer outlined the realignment of the former Development and Corporate Compliance into two distinct departments: Development and Human Resource. <ul style="list-style-type: none"> <li>○ Rachel Manner will serve as the Director of Development, which focuses on marketing, communications, outreach, and business and board development. Rachel will report to the CEO and will attend the leadership meeting as needed.</li> <li>○ Human Resources includes: recruitment,</li> </ul> </li> </ul>	
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		<p>hiring, and onboarding; compensation and benefits; employment related compliance; and training and performance management. A consultant has been retained to assist in the hiring of a Chief Human Resources Officer and interim coverage. Kacie McCutcheon is transitioning into the role of HR Provider Specialist.</p> <ul style="list-style-type: none"> <li>• Corporate Compliance has transitioned to Operation with Miriam Ferguson serving as Interim Compliance Officer. The permanent oversight and structure of this role is being evaluated.</li> <li>• The former CFO Paul Grogan has retired effective April 18, 2025, and now Chris Clem, CPA with Manley Garvin is providing interim CFO coverage.</li> <li>• Shanna Barnett, Finance Controller, has been assisting Mr. Clem and now reports to the CEO.</li> <li>• Senator Graham’s Office notified CHC that the application process for FY 2026 Congressionally Directed Spending Requests is open. The Laurens County Expansion Project Application is due May 15, 2025.</li> <li>• The Clinical Leadership Council convened their first official meeting on Friday, April 18<sup>th</sup>.</li> <li>• Quality and Population Health interns held a presentation for their project that focuses on food insecurity and community blessing boxes.</li> </ul> <p>A copy of the full report will be retained with the official copy of the minutes.</p>	
Organizational Performance Report	Chris Clem and Shanna Barnett	With Mr. Grogan retired, Chris Clem will now be provided interim CFO coverage and present the monthly	

<b>(Monthly)</b>		<p>report, with Mrs. Barnett assistance. Chris Clem is the Self Regional Board Treasurer and has worked for Manley Garvin for 20+ years.</p> <p>Chris Clem provided the monthly Organizational Performance Report by covering the Total Encounters, Average Visits, Collections, Days in Total Accounts Receivable, Prescriptions Filed, FQHC Vs. Retail, Profit/Loss, and Cash on Hand.</p> <p>Mrs. Barnett did mention that the Human Resources budget went over due to several employee payouts. These payouts occur when an employee leaves the company and receives a payout of their unused paid leave and sick time.</p> <p>A copy of the full report will be retained with the official copy of the minutes.</p>	
<b>CMO Report (Monthly)</b>	Dr. Locke Simons	<p>Dr. Simons has presented to the board the 2025 Annual Risk Management Report, along with his monthly CMO Report.</p> <ul style="list-style-type: none"> <li>• Quality measures are constant, with small decreases in the depression screening rates, two-year-old vaccination rates, diabetic eye exams and kidney screening.</li> <li>• Quality Improvement Committee next meeting is on April 29<sup>th</sup>. The ongoing outcomes include roster management (PCP panels), flu shot initiative, and a provider enhancement program.</li> <li>• Risk Management last meeting was on April 22<sup>nd</sup> and the new outcome for risk management is incident report system, looking for new ways to electronically report incidents.</li> </ul> <p>The purpose of the Annual Risk Management Report is to evaluate the effectiveness of risk management</p>	<p><b>Action Items:</b></p> <p><b>1.</b> Dr. Simons presented the entire Medical and Pharmacy Staff for Reappointment and Privileging Renewal FY2026, including Angela Fields, FNP to the Board of Directors and is seeking approval for their granting of privileges.</p> <p>The providers' privileges were unanimously approved on a motion by John Britt and second by Gail Ferguson.</p> <p><b>2.</b> Dr. Simons presented the Annual Assessment Report to</p>

		<p>activities and to monitor assessments, risk management training, patient safety, and claims management. Each topic includes:</p> <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Data Summary</li> <li>• SWOT (Strengths, Weakness, Opportunities, and Threats) Analysis</li> <li>• Follow-up Actions</li> <li>• Conclusion</li> <li>• Proposed Future Activities</li> </ul> <p>After presenting these items, Dr. Simons asked the Board of Directors if they had any questions, but none were raised.</p> <p>A copy of the full report will be retained with the official copy of the minutes.</p>	<p>the Board 2025 to the Board of Directors and is seeking approval.</p> <p>The report procedures were unanimously approved on a motion by John Britt and second by Gail Ferguson.</p>
<p>Quarterly Report: Pharmacy Division</p>	<p>Dominic Mellette, PharmD</p>	<p>Mr. Dominic Mellette presented his quarterly report by discussing the trending 340B news and providing a Pharmacy dashboard for FY2025.</p> <ul style="list-style-type: none"> <li>• Several states have enacted contract pharmacy access laws.</li> <li>• HRSA is moving the 340B oversight to CMS. This partnership could provide clarity to the 340B program.</li> <li>• The HHS FY26 “pass back” budget was leaked. As mentioned in the CEO report, FQHC grantees charge patients at or below 200% federal poverty level for all medications purchased under the 340B program. <ul style="list-style-type: none"> <li>○ The ADR (Administrative Dispute Resolution) process for relief from FQHC contract pharmacy restrictions.</li> </ul> </li> </ul> <p>The Focus on the Carolina Community Pharmacies</p> <ul style="list-style-type: none"> <li>• The Laurens Project has gone out for bids and have chosen the</li> </ul>	

		<p>construction company for this project, in hopes that the project will be completed within one year of breaking ground.</p> <ul style="list-style-type: none"> <li>• Kim Anderson, Amy Satterwhite and Dominic Mellette and have been going to several sites for 340B Lunch and Learns to inform employees about the program. It has been proving to be effective.</li> </ul> <p>A copy of the full report will be retained with the official copy of the minutes.</p>	
<b>Distribution Only:</b>	<p>I. President’s Report</p> <p>II. Quality and Population Health Measures</p> <p>III. Monthly RX Dashboard</p>		
<b>Committee Reports:</b>			
Executive Committee	Abby Banks	No Report.	
Development and Advocacy Committee	David Otabor	No Report.	
Finance Committee	Boo Ramage	<p>Boo Ramage and Miriam Ferguson presented to the board the Laurens Project and have announced that Clayton Construction have been chosen for the bid! They can start the quickest and have the lowest projection cost. They want to break ground soon before the tariffs hit. The Finance Committee also presented three action items to the board for approval:</p> <ol style="list-style-type: none"> <li>1. The approval of contractor services for Laurens County Expansion Project. Since a contractor has been selected, they will need board approval of the project before moving forward.</li> <li>2. The authorization for securing financing for Laurens County Expansion Project. County Bank and First Citizens are requiring fiscal statements and related</li> </ol>	<p><b>Action Items:</b></p> <p><b>#1</b> – The Finance Committee is seeking approval for of contractor services for Laurens County Expansion Project.</p> <p>The review and approval of the Laurens Project have been approved on a motion by Mario Luna and second by David O.</p> <p><b>#2</b> – The Finance Committee is seeking approval for the Authorization for securing financing for Laurens</p>

		<p>documentation from CHC before moving forward.</p> <p>3. The approval of recommendation for FY26 employee compensation increase formula. This includes the 2% cost of living and 2% merit-based increases for FY26. This is for employees that are not providers.</p>	<p>County Expansion Project.</p> <p>The approval for authorization has been approved by John Britt and second by Gail Ferguson.</p> <p><b>#3</b> – The Finance Committee is seeking approval for the recommendation for FY26 employee compensation increase formula.</p> <p>The employee compensation increase has been approved by John Britt.</p>
Strategic and Program Planning Committee	Julian Gale	This portion of the agenda has been deferred.	
<b>Discussion Action Items:</b> Standing Agenda items			
Grassroots Advocacy Report	Rachel Manner	<p>Rachel Manner informed the board that we are keeping Advocacy as a board standing item.</p> <p>Mrs. Manner also showed the board how to access and sign up for the Health Center Advocacy Network website. Advocacy is crucial during this new administration, so Rachel has informed not only the board, but all CHC staff to be the voices for our patients, state, and country. There are several ways to reach out to Congress by mailing a letter, emailing the members of Congress, and calling members as well.</p> <p>South Carolina is the top 3 states when it comes to advocacy reports!</p>	
Review of Corporate Policies	No Report.		
Old Business	No Report.		

New Business	No Report.		
Next Meeting	May 19, 2025 (A week ahead due to Memorial Day holiday.)	The next regular meeting of the Board of Directors for Carolina Health Centers will be held at The Inn on the Square on May 19 <sup>th</sup> , 2025, at 6pm. No committee meeting will be held prior to this meeting.	
Adjournment			The board unanimously voted to adjourn on a motion by John Britt, second by Gail Ferguson
Board Chairman Abby Banks	Electronic Signature		