

Carolina Health Centers



Meeting Minutes by:

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Board of Directors Meeting

Date: April 27, 2020 (via Zoom)

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	X	
Kapetanakos, Kim	X		Mellette, Dominic	X	
Luna, Mario		A	Waters, Alyson	X	
Natvig, Deb	X				
O'Neal, Malcolm		A	Guests:		
Hutchinson, Donna	X				
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 5:15 P.M.	
Attendance	Alyson Waters	Quorum was confirmed.	
Approval of Board Minutes		February 24, 2020 Minutes were deferred to April meeting, minutes were presented for approval.	Unanimously approved by the board on a motion by John Britt and second from Gail Ferguson.
		March 13, 2020 Minutes were presented for approval.	Unanimously approved by the board on a motion by John Britt and second from Donna Hutchinson.
		April 2, 2020 Mid-Cycle Meeting Notes were presented for approval.	Unanimously approved by the board on a motion by John Britt and second from Gail Ferguson.

Leadership Team Reports:			
President's Report (Monthly)	Sue Veer	<p>Sue and the leadership team provided a summary of the organization's response to Covid 19 focusing on the following areas:</p> <ul style="list-style-type: none"> - Adaptation of the practice sites to maintain access and mitigate risk - Testing - Equipment and supplies - Impact on personnel - Advocacy efforts <p>Sue noted that she has dispensed with her regular format for the President's Report during while the organization is primarily focused on Covid 19 Response.</p>	The Board will be kept apprised on an ongoing basis through copies of regular updates to staff, and as needed otherwise through emails and called meetings if necessary.
Organizational Performance report	Paul Grogan	<p>Paul presented the statistical and financial reports. Revenue was below budget by \$200,000 due to decreased volume related to Covid 19. However, cash remained above \$2.5 million.</p> <p>Paul also discussed the various loans and grants outlined on the written summary previously provided to the Board, noting that the organization remains financially stable with long term projections contingent upon how long and to what degree the pandemic continues to impact patient care volume.</p>	
Distribution Only:	<ol style="list-style-type: none"> 1. President's Report - deferred 2. Quality and Population Health Measures 3. Monthly RX Dashboard 4. Behavioral Health Report 5. Beckman Center for Mental Health 6. CHC Behavioral Health Coordinator's Report 		
Committee Reports:			
Executive Committee		No Report.	
Development Committee		No Report.	
Finance Committee	Malcom O'Neal	The Finance Committee presented a recommendation that CHC return the 403B match for retirement	This recommendation from the finance committee was

		contributions to 50% effective June. This match will continue to apply to employee contributions up to 5% of their income annually.	approved unanimously by the board.
Strategic Planning Committee		No Report.	
Discussion Action Items: Standing Agenda items			
Grassroots Advocacy Report	i. Summary included in President's Report		
Review of Corporate Policies	<ul style="list-style-type: none"> i. Telehealth – Quality of Care ii. Telehealth – Privacy and Security iii. Employee Attestation re: Remote Work Locations 	<p>Sue and Dr. Simons presented both Telehealth policies and entertained all questions from the board.</p> <p>Leadership discussed the Employee Attestation and have deferred to the May Board meeting.</p>	Unanimous vote for both Telehealth Policies were approved on a motion by John Britt and second Gail Ferguson.
Old Business	HRSA Capital Assistance for Disaster Response and recovery Efforts (CADRE) Grant Application	Paul Grogan and Brooke Holloway have prepared the budget and narrative for the capital improvement grant discussed at the previous meeting. This grant would support improvements at TCC to increase capacity and enhance emergency preparedness. The application was reviewed and approval was requested for its submission.	The Board voted unanimously to approve submission of the CADRE grant on a motion by Britt/Hutchinson.
	FCC Grant Application	The Board voted electronically to approve a \$201,000 FCC Grant application that will support CHC's continued development of telehealth capabilities to including potential home monitoring devices. Sur Veer requested that the electronic vote be ratified during this in person (via Zoom) meeting.	The electronic vote was unanimously ratified on a motion by Britt/Bullard.
New Business		No new business was presented for discussion.	
Next Meeting		<p>The regularly scheduled meeting falls on the Memorial Day holiday. The following dates were presented as alternatives:</p> <ul style="list-style-type: none"> a. Thursday, May 21st b. Tuesday, May 26th 	By consensus, the next regular meeting of the Board of Directors for Carolina Health Centers will be held

		c. Wednesday, May 27th d. Thursday, May 28 th	via Zoom on Thursday, May 21 st .
Adjournment			The board unanimously voted to adjourn on John/Greg
Board Chairman Greg Bullard	Electronic Signature		