

Mascoma Community Healthcare
Board of Directors Meeting
Mascoma Community Health Center
December 17, 2018

APPROVED MINUTES

In attendance: Voting Directors: (chair), Dale Barney, Kris Briand (via phone), Tim Jennings, Ashleigh King, Sean Murphy, Denis Salvail, Mike Samson, Alice Schori, Louis Shelzi, Katie Silvius, Peter Thurber, Andrew Ware, Karen Wolk (secretary), Jill Zambon. Public: 1 community attendee Bruce Shinn. Board not attending: Scott Berry, Barbara Dolyak, John Dow, Mary Paquette (treasurer), Michael Paine, Curtis Payne. Recorder: Roger Lohr.

1. Call to Order and Announcements

Peter Thurber called the meeting to order at 6:00 PM. The monthly Board meeting schedule has been moved to the third Monday at 6:00 PM.

2. Minutes Approval

Samson moved to approve the Mascoma Community Health Center Board meeting minutes for November 19, 2018 as submitted and amended, seconded by Schori. Approved by all voting Board members. Changes included typos and misspellings.

3. MCHC and Committee Report Summaries

A. Clinical Director Report

Board member Peter Thurber reported there are 2,347 patients at MCHC as of December 17, 2018. The dental appointments are still into February, but it is expected that with the new dentist working two chairs simultaneously the dental appointment lead time will be reduced. Some of the staff visited other clinics. MCHC now has four outside programs using the facilities including a Dartmouth research program, the opioid program, a tai chi class, and a play group for preschoolers.

B. Executive Committee

The Executive Committee distributed a document to the Board and it has been working with the other committees, strategic planning, and exploring partnerships.

C. Human Resources

The new MCHC dentist is getting oriented and will start serving patients soon. Dentist Henry Lemieux announced that he will cease his practice for awhile and MCHC will consider finding some part time dentists to add to the staff.

D. Physical Plant & Equipment Committee,

There have been some heating/cooling and plumbing issues that were resolved. New technology has been installed for the new dentist and generator maintenance has been performed.

E. Healthcare Advisory/Quality and Safety Committee

The Quality and Safety Committee met and discussed the Family Planning program statistics necessary to show program results. A document was distributed to the Board reporting the Chlamydia testing. The Chlamydia screening tests were offered to 34% of patients (the test kits were provided by the state). The staff is documenting the requests to take the test and there has been an effort to increase the statistics including attempts (telling patients about the test and offering it).

F. Development Committee

Report and chart documents were distributed to the Board showing that there was \$961,867 in donations by contact type from January 2015 through September 2018, and \$233,405 in the second period from October 2018 to December 16, 2018 entitled the Current Expansion Campaign. Jill Zambon will be the volunteer coordinator. A phone campaign for previous donors is scheduled for January 7-8. About a quarter of the fundraising projection has been received. The Christmas in Canaan booth netted about 15 new patients and

the efforts at the polls on Election Day attained about 50 new patients. The personal engagement is key to get new patients and Board members were asked to help solicit new patients. There is also a need to track the volunteer hours to include on grant applications.

Board members were requested to make an annual financial donation to MCHC and they were informed that this is needed to be included on grant applications.

G. Finance Committee

Finance Committee documents were distributed to the Board and an overview was given by Board member Mike Samson. The revenue increased to \$248,000 for the month and expenses were \$160,000 (increased using the donations to pay bills). The accounts payable increased by \$2,000 and the short term loans were reduced from \$318,000 to \$275,000. There was \$46,000 of new accounts receivable this month but cash flow remains a concern, though it should be okay for 4-6 weeks. The total accounts receivable is \$348,000.

4. Executive Session

The Board moved to enter Executive Session (Thurber, Wolk). The Board meeting was then recessed and the Board entered Executive Session at 6:35 PM.

The public Board meeting was reconvened at 8:53 PM

5. Adjournment

Thurber moved to adjourn the meeting, seconded by Murphy. All voting attendees approved.

The meeting was adjourned at 7:58 PM.