

Mascoma Community Healthcare  
Board of Directors Meeting  
Mascoma Community Health Center  
January 28, 2019

APPROVED MINUTES

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

**1. Call to Order and Announcements**

Dale Barney called the meeting to order at 6:00 PM. The monthly Board meeting schedule has been moved to the third Monday of the month at 6:00 PM.

**2. Minutes Approval**

**Salvail moved to approve the Mascoma Community Health Center Board meeting minutes for December 17, 2018 as submitted and amended, seconded by Shelzi. Approved by all voting Board members and Board member Paine abstained.** Changes included updating the attendee roster names.

**3. MCHC and Committee Report Summaries**

A. Clinical Director Report

Board member Scott Berry reported there are 2,438 patients at MCHC and that there was an anticipated slowing during the holiday period. The new dentist has received positive comments from patients and staff. The number of walk-up patients has been very steady and these patients have been accommodated.

The research done the University of Massachusetts on the Rural New England Health Study has been completed. A 2-hour power outage at MCHC was handled and response protocols are being reviewed and codified as a result of the situation. The Cardigan Mountain School is the backup plan for a major outage.

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 a partnership. The actions taken such as the request for a full inventory assessment for the audit are outlined in the document.

C. Nominating Committee

It was suggested that the Nominating Committee be titled the Board Membership Committee. There have recently been two board resignations including Kris Briand and Barbara Dolyak. It was suggested that other board members that have not been participating might consider their level of involvement.

**Samson moved to accept the MCHC Board member resignations of Kris Briand and Barbara Dolyak with appreciation for their service to MCHC. Approved by all voting Board members.**

D. Human Resources

Board member Scott Berry informed the Board that Dr. Weiss, who was a former cardiologist has expressed an interest in working at MCHC for 2-3 days per week and is expected to begin in March. Credentialing is underway for Dr. Weiss. Additionally, a dental assistant who has shadowed with former and current MCHC dentists is in discussions to work in the dental department.

E. Physical Plant & Equipment Committee,

There have been some heating and drainage issues. Sean Murphy, who has been instrumental with MCHC PPE is expected to be focused on seeking employment.

F. Healthcare Advisory/Quality and Safety Committee

The Quality and Safety Committee met and discussed review for the diabetic patient population. The staff suggested that collecting data regarding high blood pressure levels in patients over 18 is an area of concern that can be compiled. The committee decided to meet only once per month. It was suggested that protocols be put in place so that data collection efforts can be easily passed along to future staff.

The Board was informed that a gynecological doctor from the New London Hospital will work part time at MCHC and the hospital will provide ultrasound equipment to MCHC. Scott Berry met with an ultrasound technician and he commented that providing the service will meet some of the Family Planning Program Title 10 obligations.

#### G. Development Committee

With Kris Briand leaving, there is an opening for a special events coordinator and there is a continued opening for a communications and marketing coordinator. MCHC has received 42% of the \$600,000 goal by October 2019. Some of the grants that have been received were announced. Other suggestions included the COOP Pennies for Change program and other donors that were approached before the MCHC doors were opened. Posters and brochures have been circulated by Board member Alice Schori. Board members Katie Silvius and Ashleigh King are orchestrating supportive efforts at TDI.

#### H. Finance Committee

Finance Committee documents were distributed to the Board and an overview was given by Board member Mike Samson. The payables are running under 60 days and earned income in December was \$91,000 with donations covering the balance of expenses. The accounts receivable is over \$380,000, which includes insurance companies, government, and patients. New accounts receivable in December reached \$40,000. There was \$5,000 received for the outstanding Vermont Dental Medicaid reimbursements which currently totals \$108,000.

#### I. Other Business

It was stated that MCHC Treasurer Mary Paquette has been somewhat sidelined with a medical issue and there is a need for a volunteer who is familiar with Quickbooks.

#### 4. Executive Session

The Board moved to enter Executive Session (Berry, Shelzi). The Board meeting was then recessed and the Board entered Executive Session at 7:06 PM.

The public Board meeting was reconvened at 8:05 PM

#### 5. Adjournment

**Berry moved to adjourn the meeting, seconded by Shelzi. All voting attendees approved.**

The meeting was adjourned at 8:06 PM.