

Mascoma Community Healthcare
Board of Directors Meeting
Mascoma Community Health Center
February 18, 2019

DRAFT MINUTES

In attendance: Voting Directors: Dale Barney (chair), Scott Berry, Tim Jennings, Ashleigh King, Sean Murphy, Michael Paine, Denis Salvail, Mike Samson, Alice Schori, Louis Shelzi, Katie Silvius, Peter Thurber, Karen Wolk (secretary). Board not attending: John Dow, Mary Paquette (treasurer), Curtis Payne, Andrew Ware, Jill Zambon. Staff Donna Ransmeier; 1 public attendee (Bruce Shinn). 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

Samson moved to approve the Mascoma Community Health Center Board meeting minutes for January 28, 2019 as submitted and amended, seconded by Schori. Approved by all voting Board members. Change on item 3F the last sentence was removed.

3. MCHC and Committee Report Summaries

A. Clinical Director Report

MCHC Clinical Director Donna Ransmeier reported there are 2,519 patients at MCHC as of February 18, 2019. There have been increases in dental patients, and families on the medical side. Two new part time staff members have joined in reception and insurance certification/collection. There is a long term leave for one of the nurses that has been filled by new part time staff. The Medical Director is seeing many patients daily.

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 the partnership.

C. Nominating Committee

There were no new nominations to the MCHC Board.

D. Human Resources

Board member Scott Berry informed the Board that Dr. Wiese, 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. And credentialing is underway. Dr. Gardiner's contract will be redone in May and his interest in serving younger patients has been expressed. The dental assistant who shadowed with former and current MCHC dentists decided to not join the staff.

E. Physical Plant & Equipment Committee,

There have been some heating and drainage issues in the facility and Johnson Controls and Arc Mechanical are dealing with them respectively.

F. Healthcare Advisory/Quality and Safety Committee

The Quality and Safety Committee met and discussed service for the diabetic patient population. The data regarding high blood pressure levels in patients over 18 is an area of concern that can be compiled but has not been initiated yet. There have also been discussions about increasing the Chlamydia screening at MCHC.

G. Development Committee

Fund raising efforts beginning in October 2018 have netted \$260,730, which is 43% of the goal for October 2019. The small donor campaign received \$4,530 out of a \$15,000 potential and Tim Jennings asked participating Board members to continue with their contacts. Recent grants included \$3,000 from the Lions Club and others have been written and submitted. Jill Zambon reported that three volunteers are doing administrative work and she suggests a recognition party for volunteers.

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 in January there was \$65,000 of cash brought in not including donations. The Vermont Medicaid for dental service, and growth in the dental operation have helped to increase cash income. The accounts receivable has declined from over \$380,000 to \$330,000 and there was \$55,000 new accounts receivable in January. The January earned income was \$115,903 (subject to allowance).

An audit was completed for fiscal year 2018 and the Board requested it receive a copy to review at the next Board meeting.

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 6:41 PM.

The public Board meeting was reconvened at 7:16 PM

5. Adjournment

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

The meeting was adjourned at 7:16 PM.