

Mascoma Community Healthcare  
Board of Directors Meeting  
Mascoma Community Health Center  
April 15, 2019

DRAFT MINUTES

In attendance: Voting Directors: Dale Barney (chair), Scott Berry, 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. Board not attending: Michael Paine, Mary Paquette (treasurer), Curtis Payne. 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. Peter Thurber announced that after the public session there would be an MCHC Annual Meeting with officer elections followed by an Executive Session.

**2. Minutes Approval**

The February MCHC Board meeting minutes were unavailable and will be considered at the next Board meeting.

**3. MCHC and Committee Report Summaries**

A. Clinical Director Report

Board member Scott Berry reported there are 2,719 patients at MCHC as of April 15, 2019. The growth has slowed but there has also been a purge of some records. Dr. Weiss started at MCHC and he will be invited to the next Board meeting. New hires were reviewed including a LNA and front desk help. There is a yoga program on Mondays in the clinic and a children's program on Tuesdays. Cardigan Mountain School will have students come to MCHC for physicals and 55 students are expected during the next month.

B. Executive Committee

The Executive Committee distributed a document to the Board and it has been working with the other committees and strategic planning. The Health First partnership application was submitted in April, which is the second step in the process to merge organizations. There is a project application with Dartmouth Psychiatric regarding trauma related to parents of kids. There was a decision to end the Title 10 Family Planning program due to heavy administrative work and new NHDHHS stipulations put into effect. It was not clear about how much funding might be received associated with the Family Planning program once it is terminated.

C. Nominating Committee

There were no new nominations to the MCHC Board and there are no further plans to expand the Board at this time.

D. Human Resources

Board member Scott Berry updated the Board that a dental assistant is being sought at this time. Dr. Weiss will be on staff for two days per week. There is a search for a per diem RN.

There was an increase in benefits costs for the staff on April 1 and the Executive Committee investigated changes but will not make any changes at this time. The additional cost is projected at \$6,000.

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. The responsibility for the expenses is being discussed with the companies involved. A valve had to be replaced for \$800. Spring cleanup will be coordinated.

F. Healthcare Advisory/Quality and Safety Committee

The Quality and Safety Committee met and discussed service for the diabetic patient population, and tracking the data regarding high blood pressure levels in patients over 18. There has also been an increase in the Chlamydia screening at MCHC which will be continued after the Family Planning program grant is terminated.

#### G. Development Committee

Development Committee documents were distributed to the Board and an overview was given by Board member Tim Jennings. An update was given in the six development areas. Jill Zambon reported that volunteers will be working on the spring cleanup. An opportunity to raise funds has been offered by a Poker Club and the Board considered this option.

**Thurber moved to approach a Poker Club for MCHC to participate in a fundraising program, seconded by Wolk. All voting attendees approved.**

#### H. Finance Committee

Finance Committee documents were distributed to the Board and an overview was given by Board member Mike Samson. The net loss has been reduced by 40% and the revenues have doubled but MCHC is still struggling with cash flow. There was a discussion about the passing of John Dow and a donation associated with it. A flagpole and light will be installed in Mr. Dow's honor.

An audit was completed for fiscal year 2018 and the Board will review it in the MCHC Annual 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 6:27 PM.

The public Board meeting was reconvened at 8:00 PM

#### 5. Adjournment

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

The meeting was adjourned at 8:00 PM.