

Mascoma Community Healthcare  
Board of Directors Meeting  
Mascoma Community Health Center  
May 20, 2019

APPROVED MINUTES

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

**1. Call to Order and Announcements**

Dale Barney called the meeting to order at 6:02 PM.

**2. Minutes Approval**

The April meeting minutes for the Board meeting and the Annual Meeting were distributed.

**Thurber moved to approve the MCHC Board meeting minutes for the meeting held on April 15, 2019 as submitted, and the motion was seconded by Silvius. All voting attendees approved with 1 abstention (Payne).**

**Berry moved to approve the MCHC Annual meeting minutes for the meeting held on April 15, 2019 as submitted and the motion was seconded by Thurber. All voting attendees approved with one abstention (Payne).**

**3. MCHC and Committee Report Summaries**

A. Clinical Director Report

Board member Scott Berry reported there are 2,769 patients at MCHC as of mid May 2019. The growth has slowed but there has also been a purge of some patients no longer being served by MCHC. Efforts are underway to enforce the “no show” policy regarding patients that schedule appointments and do not show up. There are about two dozen people who have issues with this matter.

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. It is expected to know whether the application has been accepted by the end of July.

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 an offer has been extended to a new PA to start in July, and a new dental assistant, who will work half time as a coordinator and half time as an assistant. This should address scheduling for the dental operation. A new RN will start this week and there is a discussion with a local nurse practitioner. The part timers and volunteers have been working effectively. Dr. Weise is working two days per week.

E. Physical Plant & Equipment Committee,

Computers are being set up for the new staff. Meetings are scheduled to deal with invoices by companies associated with the facility problems. A 32-piece art collection donation to be displayed at the clinic was announced and there will be a fundraising event to unveil the displays. The Board was asked to contribute to cover the costs of preparing and displaying the art work.

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. Since the Family Planning program grant is terminated, the committee is considering how to continue the data collection. Berry will look into acquiring devices to monitor patient blood pressure. The committee activity may pause before it considers new initiatives and it was suggested that it could meet to plan for the future.

#### G. Development Committee

A Development Committee document was distributed to the Board and an overview was given by Board member Tim Jennings. April and May were successful for fundraising receiving \$50,000 Dartmouth-Hitchcock Benefit Fund, \$85,000 from the Byrne Foundation, and \$66,000 from the McLaughlin Charitable Foundation, and nearly \$10,000 from the John Dow Memorial Fund. Nearly 90% of the fundraising goal has been met.

#### H. Finance Committee

A Finance Committee document was distributed to the Board and an overview was given by Board member Mike Samson. There was a \$5,000 increase for cash flow in April and about \$12,000 of overdue bills were paid after the donations received in March. There are five candidates to be interviewed by Samson and Murphy for the bookkeeper position.

#### 4. Other Business

Mike Samson will look into whether a Board resignation letter has been received from Michael Paine.

#### 5. Executive Session

The Board moved to enter Executive Session (Berry, Thurber). The Board meeting was then recessed and the Board entered Executive Session at 6:45 PM.

The public Board meeting was reconvened at 7:53 PM

#### 6. Adjournment

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

The meeting was adjourned at 7:54 PM.