

Mascoma Community Healthcare  
Board of Directors Meeting  
Mascoma Community Health Center  
June 17, 2019

APPROVED MINUTES

In attendance: Voting Directors: Dale Barney (chair), Scott Berry, Tim Jennings, Sean Murphy (treasurer), Denis Salvail, Mike Samson, Alice Schori, Louis Shelzi, Katie Silvius (on phone), Peter Thurber, Karen Wolk (secretary), Jill Zambon. Board members not attending: Ashleigh King, Curtis Payne, Andrew Ware. 2 public attendees. Recorder: Roger Lohr.

**1. Call to Order and Announcements**

Dale Barney called the meeting to order at 6:00 PM.

**2. Minutes Approval**

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

**Schori moved to approve the MCHC Board meeting minutes for the meeting held on May 20, 2019 as submitted and amended, and the motion was seconded by Shelzi. All voting attendees approved.**

The change was to remove the second sentence in item 1 and spelling of Dr. Weise. The meeting minutes for the Annual Retreat would be considered for approval in Executive Session.

**3. MCHC and Committee Report Summaries**

A. Clinical Director Report

Interim clinical director Scott Berry reported there are 2,803 patients at MCHC as of the June 2019 meeting.

The new dental assistant has started full time and the dental appointment schedule will be expanded in July. The full time receptionist has started and the nurse practitioner will start full time in July. An offer letter has been signed for the PA to start in August. A new bookkeeper has been hired to start this week.

There are now no open positions at MCHC and Dr. Weise is reportedly doing well. The Board discussed the announcement that Dr. Beaufait is closing his practice and that some of his patients could return to MCHC.

An open house is planned at MCHC on July 1 from 5:00 – 7:30 PM to introduce the new staff members and celebrate two years of operation (16,000 patient visits). There will also be information about the employer program and a 5,000 piece postcard mailing is planned. The Board also discussed the front page Sunday Valley News article that covered the proposed MCHC merger.

B. Executive Committee

The Executive Committee has been working with the other committees and is looking into pharmacy operation alternatives in response to the closure of Family Pharmacy in Enfield.

C. Human Resources

A resignation from the board letter has been received from Michael Paine. A letter of appreciation will be sent to him. A Board vacancy was also officially declared after the passing of John Dow and the Mascoma Healthcare organization graciously accepted \$11,000 from a memorial.

**Shelzi moved to accept Michael Paine's resignation from the MCH Board with regret, and appreciation for his commitment to MCHC, and the motion was seconded by Schori. All voting attendees approved.**

D. Physical Plant & Equipment Committee,

The bird nest at the MCHC entrance is being addressed. ARC has forgiven all but \$500 of MCHC invoices and has ideas about the sewage problem but Johnson Control's has not yet met with MCHC. Carpet was installed in the dental area. Sean Murphy will speak with NH Fire Protection regarding an overdue invoice.

#### F. Healthcare Advisory/Quality and Safety Committee

The Quality and Safety Committee decided to pause during the summer. There was a state child vaccine inspection and it was discovered that MCHC is eligible to get adult vaccines for uninsured patients. There will be a Family Planning report done at the end of the summer.

#### G. Development Committee

The May donations totaled to \$204,600. In June MCHC has received \$110 from the NH Gives program. There are ongoing discussions with Irving and Jakes. The COOP Pennies for Change program is still under discussion. Louis Shelzi will speak with Karen Wolk about a contact that might be able to introduce another large donor. The Northern Border grant remains available for equipment acquisition when a match \$154,000 can be found and it was suggested that First Family Health could invest in this match.

There was a discussion about working at a polo match fundraiser for about \$2,500 of contributions in early August. It was decided to get more details about the opportunity.

The Board members were asked to identify prospective small businesses that could take advantage of the employer program. One company has signed up for the program for \$3,000.

#### H. Finance Committee

A Finance Committee document was distributed to the Board showing the historical storyboard view of MCHC that was done for the USDA. A second document showed the financial snapshot in May for the upcoming summer months. The dental operation is expected to increase revenue. Cash flow continues to grow but there was a \$50,000 shortfall in May. The projected shortfall is under \$30,000 in July and about \$50,000 in August. The Board discussed using a collection agency for the older accounts receivable, which would send five letters to collect payments and then call to collect outstanding balances.

#### **4. Executive Session**

The Board moved to enter Executive Session (Salvail, Shelzi). The Board meeting was then recessed and the Board entered Executive Session at 7:15 PM.

The public Board meeting was reconvened at 7:35 PM

#### **5. Adjournment**

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

The meeting was adjourned at 7:35 PM.