

**Notes from the Board of Directors Meeting of October 4th, 2017**

Call to Order

The meeting was called to order by President Beth Schuster at 2:39 p.m. Linda Tripp welcomed guest, Chuck Brooks, Executive Director of Cornell Cooperative Extension of Columbia and Greene Counties.

Roll Call

The following members were present at Roll Call: Robin Andrews, Chelly Hegan, Theresa Lux, Tam Mustapha, Onat Sanchez-Schwartz, Beth Schuster, Laurie Scott, Scott Thomas, Linda Tripp, Sarah Sterling, and Jeff Rovitz.

The following members were absent at Roll Call: James Campion, Michael Cole, Robert Gibson, PJ Keeler, Jack Mabb, Kevin McDonald, Art Proper, Tina Sharpe, Ken Stall, John Thompson and Nancy Watrous.

Guest, Chuck Brooks, was present at roll call.

Staff members, Claire Parde and Lisa Thomas, were present at roll call.

Consent Agenda

1. Board of Directors meeting minutes of 6-7-2017
2. Committee meeting minutes:
* Corporate Compliance Committee meeting of 6-21-17
* Governance Committee meeting of 6-28-17
* Budget & Finance Committee meeting of 7-18-17
* Executive Committee meeting of 7-26-17
* Personnel Committee Meeting of 8-11-17
* Executive Committee meeting of 8-23-17
* Budget and Finance Committee meeting of 9-19-17
* Governance Committee meeting of 9-20-17
* Corporate Compliance Committee meeting of 9-20-17
* Executive Committee meeting of 9-27-17

**Be it RESOLVED, the Board of Directors accepts the minutes/actions of the Board of Directors meeting of June 7th, 2017 and all Committee meeting minutes.**

**Motion made by Scott Thomas, seconded by Linda Tripp and unanimously approved.**

Approval of new Personnel Policy 607: Paid Time Off for Cancer Screening

Claire presented the policy, as recommended by the Personnel Committee. It provides for 7 hours of Paid Time Off (PTO) for the following: preventative or diagnostic physical exam, imaging, biopsy, Pap smear, mammogram, blood test, colonoscopy, and/or surgical procedure for the purpose of detecting any type of cancer. Our Cancer Services Program has been promoting similar policies with large employers, as this is one of the deliverables of its contract with NYSDOH. Adopting this policy at the Consortium provides an opportunity for the agency to lead by example.

**Be it RESOLVED, the Board of Directors approves Policy 607: Paid Time Off for Cancer Screenings, with an effective date of January 1, 2018.**

**Motion made by Robin Andrews, seconded by Chelly Hegan and unanimously approved.**

Nomination and election of Bob Gibson, Commissioner of the Columbia County Department of Social Services

**Be it RESOLVED, the Board of Directors elects Bob Gibson, Commissioner of the Columbia County Department of Social Services, to a two-year term ending April 2019.**

**Motion made by Jeff Rovitz, seconded by Tam Mustapha and unanimously approved.**

Claire commented that in their work preparing for the nomination and election of Bob Gibson, the Governance Committee further refined their process for vetting and orienting a new member. Linda Tripp will be Bob Gibson’s mentor.

Treasurer’s Report

Members were provided with a copy of the Fiscal Highlights Report. Robin reviewed the report and stated that we are in a strong cash position.

Executive Director’s Report

Members were provided with a copy of the Executive Director’s Report (see attached).

There was further discussion about contract budget cuts and the agency’s response. Although the RHN contract, which we consider “core funds,” incurred a 21% cut, we managed to submit a revised budget for approval without any reductions of staff, in either number or time. This is the happy result of having a variety of funding streams, which allows us to allocate expenses in a favorable way. We would, however, face a much greater level of difficulty were we to lose an entire contract.

Second interviews have been scheduled with two candidates for the position of Office Manager. We hope to extend an offer of employment by the end of the week and onboard someone by the end of the month. When this is accomplished, we will have filled all vacant positions.

Claire attended the annual NYSARH conference. The organization is maturing and has some real “fire power” on the Board. Claire sits on Governance, Executive and Policy Committees and will be involved in a number of advocacy efforts this year, including a visit to the Governor’s Office in October.

The screening of the “Heroin Effect” at Greenville Drive In was a very successful event for PAS It On, of which Claire is a part.

Beth invited all Board members to attend the Controlled Substance Awareness Task Force dinner at Anthony’s on November 1st.

Robin attended “Bridges out of Poverty” on behalf of the Consortium. Robin felt it was a great experience and would benefit line staff dealing with those in poverty, especially those working at the Department of Social Services. Catholic Charities sent many staff and in turn, will train other staff.

Strategic Gossip
There was a lengthy discussion among the whole group about the opioid epidemic. Forums have been held in Hudson, Kinderhook and Copake, with a fourth and final scheduled for Germantown next week. Residents of Philmont have expressed interest in forming a grassroots group. A big concern in the community is the lack of a detox facility. Beth has encouraged the community to express this concern directly to Columbia Memorial Hospital. OASAS has also indicated they may issue an RFA for non-hospital detox services, for which Twin County may apply. If they do so, proximity to the hospital will still be critical. Albany Medical Center does not have addiction services, but will be opening a suboxone clinic in East Greenbush. Although Greene County ranks 4th in the State in overdoses and deaths, residents of Cairo have reacted very unfavorably to Twin County’s attempts to establish office space on Main Street. There is a lack of money for prevention.

Report on the Mission Statement Review Session of 8-23-17 (C. Hegan)

Chelly Hegan reviewed the process for reviewing and revising the agency’s mission statement. The Executive Committee invited Board members to assist with the task at its regularly scheduled meeting of 8/23. Questions the group asked itself were: Does the current statement align with what we do? What do we want the mission statement to communicate to others, including the community? Chelly presented the existing mission statement and a proposed new one. Some Board members liked the new statement in that it is direct, results oriented, and doesn’t limit how we operate. It also is not specific about counties served. However, others felt that the new statement was too broad and doesn’t hint at what we do. Ultimately, the board agreed that they should regroup and look at this again. Chelly will send out a survey to gather input from Board members and staff for a “Word Cloud.”

{Chelly Hegan and Jeff Rovitz left the meeting at 3:53pm}

Network Member Spotlight: Cornell Cooperative Extension of Columbia and Greene Counties

Chuck Brooks, Executive Director, gave an overview of programs and services of Cornell Cooperative Extension.

Adjournment

The meeting adjourned at 4:15pm. Linda Tripp provided a tour of the grounds at Cornell Cooperative Extension.

**Respectfully submitted,**

**Linda Tripp, Board Secretary**

**ADDENDUM**

**Columbia County Community Healthcare Consortium, Inc.**

**Board meeting of October 4, 2017**

**Executive Director’s Report**

**Program Management**

* We have submitted a revised work plan and budget for the Cancer Services Program to reflect reduced funding amounts, and are awaiting approval.
* The revised work plan and budget for the Rural Health Network Development Program (RHNDP) that were submitted earlier this year to reflect reduced funding amounts were approved and contract documents amended.
* We have been advised that the Request for Applications for the next competitive round of the RHNDP will be delayed, as follows:

In December for a July 1 contract start date OR in April, for an October 1 start date.

This delay necessitates an extension of the current contract term, of either three months to June 30, 2018 OR of six months, to September 30, 2018.  If a 3 month extension, a maximum of 25% of the 2017-2018 contract amount will be made available; if a 6 month extension, a maximum of 50% of the 2017-2018 contract amount will be made available. (none of this is as funny as it sounds)

* On September 26, 2017, NYSOFA circulated a Request for Applications for 6 months of “base” NYConnects funding for the period of October 1, 2017 through March 31, 2018. We have three weeks to prepare and submit our budget to OFA.
* We have submitted contract renewal documents for the 5th and final year of the Navigator Program, starting October 1, 2017.

**Personnel Management**

* On August 18th, we celebrated Karen dePeyster’s 15th anniversary at the Consortium!!
* Madeline Ping was hired as the Youth Engagement Coordinator within the Tobacco Control Program. Her first day of work was August 28th.
* On September 8th, we celebrated Susan Ortabas’ retirement. We will see her again!
* Rifat Sharmin was hired as the Program Assistant/Receptionist. Her first day of work was Monday, September 25th.
* Jordyn Wartts has been hired as the Public Education and Outreach Coordinator in the Cancer Services Program. Her first day of work will be October 12th.
* We are currently seeking a full-time Office Manager. Interviews will begin the week of October 2nd.

**Policy, Strategy and Program Planning**

* We continue to keep a careful watch on national health care policy initiatives. Please look for the next For Your Health column in the 10/17 edition of the Register Star on the relationship between the opioid epidemic, labor shortages and the economy.
* I have been meeting once every two weeks with the “Steering Committee” of the Opioid Epidemic Response Committee, which has, among other things, planned four forums to occur from August through October at various locations in Columbia County, as well as nurtured the process of developing a recovery helpline.

**Board and Community Relations**

* On June 8th, we attended the Greene County Chamber of Commerce’s Annual Recognition Event in Windham.
* On June 15th, I attended the NYSHealth Foundation’s Reception in Albany, and the VIP Reception beforehand.
* On June 27th, I participated in the next meeting of the Human Services Advisory Council assembled by Assemblymember Didi Barrett at the Omega Institute.
* On Thursday, June 29th, I participated in a full-day strategic planning session with the NYSARH Board of Directors in Rochester, NY.
* On Friday, July 28th, I oversaw the PAS It On table at the Greene County Youth Fair.
* On Tuesday, August 1st, I attended the Governor’s Announcement at Hudson Hall regarding the Downtown Revitalization Initiative
* On Friday, August 10th, I attended the first of the County’s Opioid Forums in Hudson.
* On Monday, August 21st, I participated in interviews and the selection of a candidate for the position of Program Coordinator with the Mentor Foundation.
* On Tuesday, August 22nd, I welcomed representatives from Better Health for Northeastern NY (BHHNY) at the Consortium’s offices for a discussion about transportation
* On Friday, August 25th, I participated in a meeting of the Committee Chairs of Assemblymember Didi Barrett’s Human Services Advisory Council
* On Saturday, September 2nd, I attended the Alliance for Positive Health’s Annual Garden Party in Claverack. Board members Robin Andrews, Jeff Rovitz and Sarah Sterling were also in attendance.
* On Thursday, September 7th, I presented to a number of stakeholders in Madison County about the transportation program
* On Thursday, September 14th and Friday, September 15th, I attended the annual conference of the New York State Association for Rural Health (NYSARH) at Mohonk Mountain House in New Paltz.
* On Monday, September 18th, Robin Andrews and I met with Bob Gibson to conduct a new board member orientation.
* On Tuesday, September 26th, I attended the third of the County’s Opioid Forums in Copake.
* On Thursday, September 28th, I attended the PAS It On panel discussion and screening event in Greeneville.

**Upcoming Events**

* On Thursday, October 12th, I will attend the fourth of the County’s Opioid Forums in Germantown.
* On Tuesday, October 17th, John Ray and I will attend the breakfast briefing on Paid Family Leave by Bond, Schoeneck and King in Albany. Spot available to other member.
* On Thursday, October 26th, we will have a site visit (audit) from our Tobacco Contract Manager
* On Wednesday, November 1st, I will be attending the Community Advisory Committee meeting to the NYSHealth Foundation in NYC.