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**Notes from the Board of Directors Meeting of April 11, 2018**

Call to Order

The meeting was called to order by Vice President Theresa Lux at 2:32 pm

Roll Call

The following members were present at Roll Call: Robin Andrews, James Campion, Michael Cole, Robert Gibson, Chelly Hegan, Theresa Lux, Jack Mabb, Kevin McDonald, Tam Mustapha, Arthur Proper, Jeffrey Rovitz, Laurie Scott, Scott Thomas, John Thompson

The following members were absent at Roll Call: Beth Schuster, Linda Tripp, Tina Sharpe, Kenneth Stall, and Nancy Watrous.

Staff members Claire Parde, John Ray, Lisa Thomas, and Ashling Kelly were also present, as well as the auditor, Carol Hausamann, CPA, of Marvin and Company.

Communications/Board Discussion

After welcoming the members, Theresa introduced Carol Hausamann, CPA, Marvin & Company, who presented findings on the annual audit.

*[Tina Sharpe entered at 2:44 pm]*

Following the presentation of the audit, a motion was made to enter an Executive Session by Chelly Hegan and seconded by Tam Mustapha.

*Staff members Claire Parde, John Ray, Lisa Thomas and Ashling Kelly excused themselves from the meeting at 2:55 pm*

A motion was made to conclude the Executive Session by Michael Cole and seconded by Robert Gibson.

*Upon conclusion of the Executive Session at 2:57 pm, Claire Parde, Lisa Thomas and Ashling Kelly returned to the meeting.*

**Be it RESOLVED, the Board of Directors moves to approve the external audit.**

Motion made by Tina Sharpe, seconded by Robin Andrews. As a non-Independent Director, Kevin McDonald appropriately abstained from the vote. All others approved and the motion carried.

**Be it RESOLVED, the Board of Directors moves to approve and file the IRS Form 990 and NY CHAR500.**

Motion made by Tam Mustapha, seconded by Jack Mabb. As a non-Independent Director, Kevin McDonald appropriately abstained from the vote. All others approved and the motion carried.

Consent Agenda

**Be it RESOLVED, the Board of Directors moves to accept the minutes/actions for the Board of Directors meeting of December 6th, 2017, and all Committee meeting minutes.**

Motion made by Scott Thomas, seconded by Chelly Hegan, and unanimously approved.

President’s Report

In Beth’s absence, Claire gave the President’s report which updated members on the creation of a new Mission Statement.

**Be it RESOLVED, the Board of Directors adopts the following as its new mission statement: “improving access to healthcare and supporting the health and well-being of people in our rural community.”**

Motion made by Tina Sharpe, seconded by James Campion, and unanimously approved.

**Be it RESOLVED, the Board of Directors amends ARTICLE II, Section 1. Mission Statement, to replace the text that reads, “The mission of the Columbia County Community Healthcare Consortium, Inc. is to increase access to quality healthcare through collaboration, education, information, and service delivery” with text that reads, “The mission of the Columbia County Community Healthcare Consortium, Inc. is improving access to healthcare and supporting the health and well-being of people in our rural community.”**

Motion made by Robin Andrews, seconded by Michael Cole, and unanimously approved.

Claire noted that the change to the Bylaws would be made, and a new version sent to the Board members and posted to the Consortium website.

Treasurer’s Report

Robin reported that the ratios remain strong. The risks are grant funding and investments. The Budget and Finance Committee asked the Investment Advisor to evaluate the alignment of our portfolio with the investment policy. The Committee is considering engaging a new investment advisor.

The Committee is also reviewing the agency’s fiscal policies.

Robin noted that, due to the weather cancellation of the February Board of Directors Meeting, the Executive Committee approved the 2017 employer contribution to the 401K plan, at 2% for everyone, with an additional 1% for every five years worked, up to fifteen years. The contribution amounted to $19,359.00 which had already been budgeted for this purpose.

Governance Report

Robin reported that Board of Directors member Onat Sanchez-Schwartz resigned from the Board due to being appointed Director of Camphill. Claire will continue to maintain a relationship with him, meeting with him quarterly.

Robin thanked all Board members for agreeing to continue to serve, and remarked that many members were up for renewal at the same time. In order to better stagger the term expirations, several members agreed to renew for one year terms; subsequently, they will renew for two years in 2019.

Robin requested a motion to re-elect the following members to two-year terms on the Board of Directors:

* Robin Andrews
* James Campion
* Chelly Hegan
* Tam Mustapha
* Arthur Proper
* Beth Schuster
* Tina Sharpe
* Kenneth Stall
* John Thompson
* Nancy Watrous

**Be it RESOLVED, the Board of Directors re-elects the aforementioned members to two-year terms on the Consortium’s Board of Directors.**

Motion made by Robert Gibson, seconded by Laurie Scott. All approved and the motion carried.

Robin requested a motion to re-elect the following members to one-year terms on the Board of Directors:

* Michael Cole
* Jack Mabb
* Jeff Rovitz
* Scott Thomas
* Laurie Scott

**Be it RESOLVED, the Board of Directors re-elects the aforementioned members to one-year terms on the Consortium’s Board of Directors.**

Motion made by Tam Mustapha, seconded by John Thompson. All approved and the motion carried.

Robin presented the following slate of candidates for election as Board Officers, and requested a motion to elect these members as Board Officers for two-year terms:

* President—Robin Andrews
* Vice President—Beth Schuster
* Treasurer—Jack Mabb
* Secretary—Linda Tripp

**Be it RESOLVED, the Board of Directors votes to elect the aforementioned members as Board Officers to two-year terms.**

Motion made by Jeff Rovitz, seconded by Robert Gibson. All approved and the motion carried.

Robin Andrews, as new President, appointed the following Committee Chairs:

* Art Proper, for the Personnel Committee
* Jack Mabb, for the Budget and Finance Committee
* Tam Mustapha, for the Corporate Compliance Committee

At this time, there has not been a volunteer to assume the role of Chairperson for the Governance Committee. Robin Andrews has agreed to continue to chair Governance while the Committee continues to look for someone else to assume the position.

Executive Director’s Report

Claire Parde presented the Executive Director’s Report (see attached). Claire related the staffing impacts of both the change to the Cancer Services Program, and the end of NYConnects base funding as of March 30, 2018. General concern was expressed about effects on the local population when programs go regional; Claire pointed out that in the case of the Cancer Services Programs, Darcy’s new position at St. Peter’s Hospital improves the chances that Columbia and Greene Counties will continue to be served.

A question was raised about how the loss of the Cancer Services Program will impact revenue. Claire explained that while it’s sad to see CSP go, the program wasn’t paying for itself. She also noted that while NYConnects had been scaled up in the last year in view of increased funding, it is now being scaled back in view of decreased funding.

Discussion

Claire commented on what the funding changes portend. Regionalization and consolidation are two major forces at work. Moreover, the State’s commitment to long-standing programs appears to be waning. When Claire met with the Governor’s Office earlier in the year, there was a great deal of emphasis on efficacy.

The Board discussed how easy Columbia and Greene Counties are to overlook, and there is a trend of structuring these counties out of planning. A question was asked as to whether there are sister agencies with whom the Consortium can collaborate to provide more ‘heft’ when applying for funding. Those agencies wouldn’t necessarily need to be in contiguous counties. Claire’s goal is to initiate and sustain a conversation with the Board about our structural options, including affiliations, acquisitions and mergers, and requested that time at the next Board meeting be devoted to strategic planning. It was suggested that Claire try to learn how grants through the NYS Department of Health are scored, and explore whether a case might be made that the process discriminates against rural counties like Columbia and Greene.

Claire ended her report by issuing the Year in Review Annual Report, done in a smaller format because there will be a larger Anniversary publication distributed at the Anniversary Celebration in May.

Corporate Compliance

Corporate Compliance Officer, Lisa Thomas, distributed the Consortium’s Code of Ethics Attestation and Disclosure of Financial Interests forms to all Board members present to be completed and signed. Lisa will email the Corporate Compliance Training presentation to all Board members. Claire reported there had been no complaints since the last Corporate Compliance inquiry.

Adjournment

The meeting was adjourned at 4:01 pm, following a motion by Jeff Rovitz.

**Respectfully submitted,**

**Linda Tripp, Board Secretary**

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

**Executive Director’s Report to the Entire Board at its Meeting of April 11, 2018**

**Program Updates**

NYConnects Program Update

By way of reminder, the program has had two sources of support: (1) NYConnects “base” funding, which has been $43,987 per contract year, and (2) NYConnects Expansion and Enhancement Program (EEP) funding, which had been $97,102 for a 15-month period ending March 31, 2018. The “base funding” will end on March 31, 2018. That will leave us to operate the program with EEP funding alone, which is expected to be $90,822 for a 12-month period starting April 1, 2018.

Staff effects:

In the period when the program was fully funded, NYConnects had the following staffing pattern:

* Claire Parde, Executive Director—10%
* Lisa Thomas, Program Director—40%
* Lynda Scheer, I&A Specialist—80%
* Taylor Wenk, I&A Specialist—40%

We will likely need to reduce the time as follows:

* Claire Parde, Executive Director—0%
* Lisa Thomas, Program Director—30%
* Lynda Scheer, I&A Specialist—80%
* Taylor Wenk, I&A Specialist—0%

Cancer Services Program Update:

As previously reported to the Executive Committee, on January 26th NYSDOH released the Request for Applications for the Breast, Cervical and Colorectal Cancer Services Program for a 5-year competitive grant to start on October 1, 2018. Unfortunately, NYSDOH will only be funding 22 contractors (as opposed to the 35 currently working across the state now) to serve 22 new service areas.  Columbia and Greene Counties will be included in a service area that also includes Albany, Rensselaer and Saratoga Counties.  We determined that we have neither the capacity nor the mandate to serve such a large area, nor do we expect we could submit an application that could compete with those we know are being prepared by Saratoga Hospital and St. Peter’s Health Partners. Consequently, the Consortium will not be submitting an application and the CSP will end on September 30, 2018.

Staff effects:

When fully funded, the CSP had a three-person staffing pattern, as follows:

* Darcy Connor, Program Director—100%
* Lynn Sanders, Data Manager—60%
* Vacant, Public Education and Targeted Outreach Coordinator—100%

The following changes are occurring:

* Darcy Connor separated from the agency on Friday, March 9th to take a job with St. Peter’s Health Partners as the CSP Coordinator for their current contract serving Albany and Rensselaer Counties. If their application is successful, Darcy would oversee the CSP that would serve Columbia and Greene Counties, thereby ensuring that our residents would continue to be served.
* Lynn Sanders separated from the agency on March 30, 2018, the date of her planned retirement
* Taylor Wenk has become the CSP Coordinator at 60%, replacing her time on NYConnects, and Sue Long, the part-time Fiscal Clerk, has become the Data Manager at 40%, rounding her out to a full-time employee. Their time will be devoted to serving existing clients and ensuring a smooth close and transition to the new funded program. For the purposes of CSP, both staff will report to Lisa Thomas.

Navigator Program Update

The Navigator Program was scheduled to end on September 30, 2018. However, we were recently advised that the current Navigator contract is being extended 7 months until 4/30/19. NYSDOH has stated the RFP will be released in the early summer.

Rural Health Network Program Update

The Rural Health Network Program contract was scheduled to end on March 31, 2018. We had previously been advised that the contract would be extended six months to September 30, 2018. On March 1st, we were advised that the contract will now be extended nine months, to December 31, 2018. Since the Fiscal Year 19 Executive Budget proposed a 20% reduction to the program (in addition to last year’s 21% cut, constituting a 37% cut in a two-year period), we submitted a 9-month budget and justification for the amount of $113,630 by the deadline of March 12th. Following the restoration of funds to the RHN Program at the 2017-2018 funding levels, we must now submit a new budget and justification in the amount of $142,037.

**The Recent State Budget Process**

The Executive Budget originally pooled 30 public health programs and proposed a 20% cut to all--a familiar trick from the Governor’s Office, as it has been done in previous years, including last (when the programs were unpooled, but still suffered the cut). This year, public health advocates from across the state anticipated this move, and organized early and effectively. NYSARH, the state organization for which I am a board member, was an active participant, if not leader, in this effort, performing with a greater level of sophistication than ever before, visiting with Legislators from the across the state and the Governor’s Office (see my Advocacy, Outreach, and Community Relations update). Happily, the efforts of all advocates were successful, and the programs were unpooled and restored to 17-18 funding levels.

Despite the happy outcome, the ongoing shenanigans with state-funded public health programs causes me concern, especially in view of the recent changes to the CSP service areas. I believe that we may very well continue to see consolidation/regionalization of service areas in competitive grant programs, and I will be waiting anxiously to see what the RHN and Navigator RFPs look like when they are issued later this year. Similarly, I believe that we may continue to see the state’s commitment to sustaining long-standing public health programs erode, in favor of newer, “sexier” initiatives. In short, the Consortium’s “bread and butter” programs that constitute the majority of our revenue and work effort are feeling more and more uncertain. For me, this brings up questions of, among other things, scope and scale. I encourage the board to start and sustain a conversation at the board level about how the agency might position itself—through strategic partnerships, affiliations, mergers, new business, or other approaches—for an operating environment that is feeling less hospitable to small nonprofits doing the state’s business.

**Advocacy, Outreach and Community Relations**

Since our last board meeting in December…

* On December 6th, I represented the Consortium at the Greene County Chamber of Commerce’s Holiday Party
* On December 7th, I participated in the meeting of the Advisory Committee to the Population Health Improvement Program of the Capital Region, administered by the Healthy Capital District Initiative
* On January 30th, I attended a meeting of the Capital District Behavioral Health Care Collaborative at the Addictions Care Center of Albany
* February 5th-8th, 2018 I attended the National Rural Health Policy Institute in Washington, DC as one of five members of a delegation from the New York State Association for Rural Health
* NYSARH Legislative Advocacy Day on February 13th
* On Friday, February 16th, I attended my first meeting as a member of the Board of the Catskill Hudson Area Health Education Center in Poughkeepsie
* On February 28th, I participated in the OASAS Rural Workforce Focus Group at SUNY Ulster in Stone Ridge.
* On February 28th, I participated in the Senate Heroin Task Force hearing at CGCC organized by Senator Kathy Marchione
* On March 9th, I attended a meeting of Assemblymember Didi Barrett’s Human Services Advisory Council at the Omega Institute in Rhinebeck.
* On March 20th, I joined other advocates from Heart, Lung, NYSACHO and the Schuyler Center in meeting with the Governor’s Office regarding the state budget and implications for public health
* On March 28th, we were the guest on WGXC’s morning show with Mat
* On March 28th, both the Healthcare Consortium and I were honored by the Community Services Board at its Annual Dinner at Kozel’s

**Upcoming Events**

* On Monday, April 16th, I will be facilitating a meeting of providers of prevention, treatment and recovery services organized by Beth Schuster at Twin County Recovery Services
* On Thursday, April 19th, I will be attending the Community Forum on Mental Health Issues and Services hosted by the Coxsackie-Athens School District, which I helped to organize
* On Friday, April 20th, I will be attending a workshop on Value Based Payments organized by MHA
* On Thursday, April 26th, the Tobacco-Free Action Program will be hosting its annual Partners in Prevention Breakfast at Solaris
* On Friday, April 27th, I am scheduled to participate in the statewide PHIP contractor call to discuss transportation
* On Tuesday, May 1st, I will be a guest on the radio show hosted by Eric Martin on Oldies 93.5
* On Thursday, May 3rd, all Consortium supervisors will be attending the JSEC training at CGCC on social media
* In May (date tbd) I will be attending the semi-annual meeting of the NYSHealth Foundation’s Community Advisory Committee in NYC
* **On Thursday, May 24th, we will be having our Annual Recognition Event, with a particular focus on celebrating our 20th anniversary, at Hudson Hall on Warren Street—be there or be square!!**





