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**Notes from the Board of Directors Meeting of October 2, 2019**

1. Call to Order and Roll Call

The meeting was called to order by President Robin Andrews at 2:33 p.m.

The following members were present at Roll Call: Robin Andrews, Michael Cole, Bob Gibson, Theresa Lux, Casey O’Brien, Art Proper, Beth Schuster, Laurie Scott, Tina Sharpe, Sarah Sterling, Scott Thomas, John Thompson, Nancy Watrous.

The following members were absent at Roll Call: Chelly Hegan, PJ Keeler, Jack Mabb, Kevin McDonald, Jeff Rovitz, Ken Stall, Linda Tripp.

Staff members Claire Parde, Lisa Thomas, and Ashling Kelly were also present. Staff member Kelly McGiffert joined the meeting at 3:45 p.m. for the program presentation.

Guest Dr. Carlee Drummer, President of Columbia-Greene Community College, was also present at the meeting.

*[Linda Tripp entered at 2:36 p.m.]*

*[Jeff Rovitz entered at 2:39 p.m.]*

1. Presentation by Dr. Carlee Drummer, President, Columbia-Greene Community College

Claire introduced Dr. Drummer, who spoke about changes and new programs at the college. Of particular impact is the new state requirement that all nurses obtain a BS degree within ten years of licensure; the college is investigating multiple avenues to enable its nursing program students to accomplish this while maintaining affordability. Dr. Drummer also shared that C-GCC has engaged the firm EMSI to conduct a program gap analysis to inform future program offerings; there is an emphasis on allied health, including occupational therapy, paramedics, and elder care. The college is also exploring providing micro-credentialing. Dr. Drummer invited Board members to offer suggestions; one idea offered was an addiction counseling program which would prepare students for statewide certification. Claire remarked that she is on Assemblymember Didi Barrett’s Human Services Advisory Council and observed that employers are seeking micro-credentialing for current employees. She also expects that Community Health Workers (CHWs) will become a greater part of healthcare delivery; currently, the nearest location offering a CHW certificate is Hudson Valley Community College.

1. Consent Agenda
2. Board of Directors meeting minutes of August 7, 2019
3. Committee meeting minutes:

* Executive Committee meeting of September 4, 2019
* Budget and Finance Committee Meeting of August 13 and September 24, 2019
* Corporate Compliance Committee meeting of September 4, 2019

**Be it RESOLVED, the Board of Directors moves to accept the minutes/actions for the Board of Directors meeting of August 7, 2019, and all Committee meeting minutes.**

**Motion made by Theresa Lux, seconded by Casey O’Brien, and unanimously approved.**

1. President’s Report

Robin Andrews offered an update on the Strategic Plan. The ad hoc committee met with Claire recently; the creation of a work plan has begun, and progress is well under way.

Robin distributed the Executive Director Evaluation form; completed evaluations are due by October 30th so that they may be reviewed by the Executive Committee at their November meeting. She noted that, while it is the same format as used last year, the Executive Committee will work on revising the evaluation form for next year. Claire has recommended that evaluation performance measures be tied to the Strategic Plan. A suggestion was made to consider utilizing Survey Monkey for the ED evaluation in the future.

Robin requested a motion to enter into Executive Session for the purpose of discussing ED compensation.

**Tina Sharpe made the motion to enter Executive Session, which was seconded by Laurie Scott.** Claire Parde, John Ray, Lisa Thomas and Ashling Kelly exited the room; the Board entered into executive session at 3:05 p.m.

Linda Tripp made the motion to exit Executive Session, which was seconded by Bob Gibson. The group exited the executive session at 3:14 p.m.

1. Treasurer’s Report

In Treasurer Jack Mabb’s absence, John Ray gave the report.

The Office for the Aging wants to audit NY Connects and MIPPA; this will be scheduled in October. These are fiscal, rather than program, audits. The Corporate Compliance Committee will review the findings when it next meets.

1. Executive Director’s Report

Claire offered a brief explanation of the annual budget request to the Columbia County Board of Supervisors. While the Consortium receives over $100K from the County via different departments, this is the only County budget request that Claire submits directly. Half of the allocation is used to compensate the building receptionists, who are in our employ, while the other half is typically invested in the Transportation Program. It was suggested that newer Supervisors may not be aware of how the Consortium, and its network members, serve their constituents; it was proposed that an opportunity be provided for the Supervisors to meet with the Consortium and the network members. Ideas for this included one agency a month speaking to the BOS, or possibly hosting a Supervisors’ reception. It was pointed out that fostering relationships with these elected officials is consistent with the Strategic Plan.

Claire requested approval to execute a Participation Agreement with the Healthy Alliance IPA, which includes Columbia and Greene Counties. She explained that the participation in this IPA is similar to that with the Capital Behavioral Health Network, in that there are no fees and no risk of loss to participate.

**The motion to approve the Participation Agreement was made by Jeff Rovitz, seconded by Michael Cole, and unanimously approved.**

1. Program Update – Helpers for Health

Lisa Thomas, Director of Consumer Assistance Programs, provided a presentation on the Helpers for Health Project, and discussion about the Project followed. One item addressed was the connection between the Helpers’ work and that of care coordinators and Claire was encouraged to meet with the various Care Management Agencies to discuss how best to coordinate services. Several other outreach suggestions were made, including Galvan Civic Motel and Deputy Human Services Commissioner Michelle Ublacker

1. **Adjournment**

The meeting was adjourned at 4:02 p.m., following a motion made by Casey O’Brien.

**Respectfully Submitted,**

**Linda Tripp, Board Secretary**

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

**Executive Director’s Report to the Board, October 2, 2019**

**Program Updates**

**Rural Health Network Program**

The Rural Health Network contract entered its fourth and final quarter of the current contract year (the first of five) on October 1st. John Ray and I prepared and submitted a budget modification request to reallocate unspent funds. Approval of this request is pending.

**Transportation Program Update**

In an effort to expand operations, the Transportation Program will acquire two new vehicles by the end of the calendar year. One will replace a vehicle, so the total fleet size will grow by one. We are also exploring lease programs to further expand the fleet.

**Resource Development**

**General Operating Support from the Dyson Foundation**

I am delighted to report that the Dyson Foundation awarded the Healthcare Consortium two additional years of General Operating Support, totaling $98,000 ($50,000 in 2020 and $48,000 in 2021). The funds will be used to support the Helpers for Health Project, the Prescription Access and Referral Program, and the Transportation Program.

**County Budget Request**

On August 20th, we submitted our annual request in the amount of $52,000 (a $1,000 or 2% increase over last year’s request/allocation) to the Columbia County Board of Supervisors for support from the 2020 County Budget. We will learn the fate of this request when the county budget is approved in early December.

**Annual application to FCH**

In early September, we submitted our annual request in the amount of $25,000 to the Foundation for Community Health (Sharon, CT) for funds to support the Transportation Program. Approval is expected later this fall.

**Subcontract with HCDI for ICAN services**

The Community Service Society (CSS) awarded the Healthy Capital District Initiative (HCDI) a seven-month contract to administer the Independent Consumer Advisory Network, or ICAN, in Albany, Schenectady, Rensselaer, Columbia and Greene Counties. Through a subcontract with HCDI, the Consortium will receive wage and fringe support to “buy time” from our two Information and Assistance Specialists to do ICAN outreach, education, and direct service work in Columbia and Greene Counties. This is exactly aligned with one of our strategic objectives—contracting with larger, urban partners to conduct work in our rural community. Our ICAN subcontract goes into effect October 1, 2019 and ends April 30, 2019. There is a possibility of additional funding thereafter.

**Personnel Updates**

Community Engagement Coordinator, Lisa Heintz, separated from the agency on August 16th to take the same position with a health system serving Ulster, Dutchess and Sullivan Counties. We are currently advertising for her replacement and have completed first interviews with four people thus far. We will bring back three of the four for second interviews within the month.

**Board and Community Relations**

* On September 6th, the agency had its annual Summer Picnic. It was well-attended and seemed to be enjoyed by all.
* On Tuesday, September 10th, I recorded a segment on Eric Martin’s radio show about the Community Cancer Funds. We also focused our September *For Your Health* column on the Funds.
* Friday, September 13th through Sunday, September 15th, I attended the Healthcare Trustees of NYS Conference in Saratoga Springs
* On Monday, September 16th, I attended the third of four total meetings of the Primary Care Quality Rating Stakeholder Workgroup in-person in NYC
* September 26-27, I attended the annual conference of the New York State Association for Rural Health in Niagara Falls

**Upcoming Events**

* On Thursday, October 3rd, the Transportation Program team will attend a meeting organized by the Foundation for Community Health of all its transportation grantees. The meeting will take place at Geer Village in Canaan, CT.
* On Saturday, October 5th, the Healthcare Consortium will be well-represented at the Annual Golden Gathering.
* On Saturday, October 19th, I will present on Long Term Care at the Hillsdale Safe at Home meeting. Lynda Scheer, Information and Assistance Specialist, will also be in attendance.
* On Friday, November 1st, I will attend a full-day ACES training presented by the Catskill Hudson Area Health Education Center at the FDR Library in Hyde Park.
* On Tuesday, November 12th, I will attend a meeting of the Community Advisory Committee for the NYS Health Foundation

**Key Board Date**

The next Board of Directors Meeting will be on **Wednesday, December 4th at 2:30 p.m.** At this meeting, we will have a presentation on the scope of the annual audit by the Bonadio Group, as well as a presentation by Dorothy Cucinelli, the CEO of the Capital Behavioral Health Network (CBHN), the Behavioral Health Care Collaborative (BHCC) serving Columbia and Greene Counties. We will also have light refreshments to celebrate the holidays ahead.