**Columbia County Community Healthcare Consortium, Inc. Notes from the Board of Directors Meeting October 7, 2015**

**I. CALL TO ORDER**

The meeting was opened at 2:31 p.m. by Vice President Theresa Lux

**II. ROLL CALL**

Administrative Assistant Aleshia Boyle called the roll. The following Directors were present at this time:Robin Andrews, Michael Cole, Lisa Evans, PJ Keeler, Art Koweek, Theresa Lux, Tam Mustapha, Leitha Pierro, Jeff Rovitz, Ken Stall, Scott Thomas, and Nancy Watrous. The following were absent at this time: Jim Campion, Chelly Hegan, Kary Jablonka, Art Proper, Beth Schuster, Tina Sharpe, John Thompson, Angella Timothy, and Linda Tripp.

Staff member Claire Parde, Columbia County Board of Supervisors Representative Sarah Sterling, and Board of Directors nominee Kevin McDonald were also present.

**III. SECRETARY’S REPORT**

A. Approval of Board Meeting Minutes of August 5, 2015.

Vice President Theresa Lux requested a motion to approve the Board Minutes.

**Tam Mustapha made a motion to approve the Minutes. Lisa Evans seconded, all approved and the motion carried.**

**IV. TREASURER’S REPORT**

A. Update on Auditor Selection Process.

An ad hoc committee consisting of Kary Jablonka, Jim Campion, and Theresa Lux met on October 6th with Claire Parde and Fiscal Manager John Ray to review the proposals submitted in response to the Request for Proposals that were sent out. After deliberations, the Committee was able to narrow the selections to two firms, but a decision as to which firm they would recommend to the Full Board was unable to be made. Instead, it is recommended to imbue the Executive Committee with the authority to engage a firm at a later time. The Board agreed, but also stated that they would feel more comfortable if the firms were interviewed personally before making a final decision.

**Ken Stall made a motion to imbue the Executive Committee with the authority to engage an auditing firm. Jeff Rovitz seconded, all approved and the motion carried.**

*John Thompson and Chelly Hegan entered the meeting at this time.*

B. Fiscal Update.

* The investment account with the Bank of Greene County is still in the process of being set up. All that is needed now are signatures.
* The Consortium was approached by DSS to help manage the Edith Casey Stocking Fund. However, the Budget and Finance Committee felt uncomfortable with such an arrangement. The agency is willing to lend technical support should DSS decide to pursue a 501©3 designation.
* The Budget and Finance Committee has revisited the conversation on adding a retirement plan to the agency’s benefits. Last year the Committee was uncomfortable with the plan recommended at that time. Claire now recommends a non-ERISA type 403(b) retirement plan and would like to have it available for this year’s open enrollment which starts on or around December 1st. Claire will meet with the Budget and Finance Committee on November 17th, hopefully accompanied by the Financial Advisor with whom she has consulted. The Executive Committee agreed to meet the following day, on November 18th, in lieu of its regularly scheduled meeting one week later, in order to act on the Finance Committee’s recommendation, should there be one.

**V. PRESIDENT’S REPORT**

A. Nomination of Kevin McDonald from OFA to the Board.

Vice President Theresa Lux requested a motion to elect Kevin McDonald from OFA to the Board.

**PJ Keeler made a motion to elect Kevin McDonald to the Board of Directors for the OFA term beginning April 2015. Lisa Evans seconded the motion, all approved and the motion carried.**

B. Discussion about the need for a Bylaws/Membership/Nominating Committee Chair.

The Chair for the Bylaws/Membership/Nominating Committee has been vacant since July with Karyn Dornemann coming off the Board. Current members of the committee are unable to fill the role, so it remains vacant. Although a suggestion was made to make this committee ad hoc to eliminate the obligation for the Chair to attend the monthly Executive Committee meetings, the Board agreed that the best option would be to have the President appoint someone as making it ad hoc would require a revision to the bylaws.

**VI. EXECUTIVE DIRECTOR’S REPORT:**

* Claire is now on the NYSARH Board of Directors. She attended the NYSARH Conference in Geneva last week and will be attending Camp Finance in New Paltz this Thursday and Friday.
* The DSRIP Survey was distributed this week and Claire is working on completing it and sending it back by October 16th.
* Claire has continued to work with Kevin McDonald from OFA to create the groundwork for the NYConnects Expansion and Enhancement Program.
* Benefit selections will need to be made soon to have ready for open enrollment. So far, Claire has been notified that the CDPHP EPO Platinum plan that the agency currently has will be discontinued.

**VII. APPROVAL OF COMMITTEE MEETING MINUTES:**

* Executive: 9-30-15
* Budget and Finance: 9-15-15
* Corporate Compliance: 9-23-15
* Personnel: 9-11-15

**Chelly Hegan made a motion to approve the Committee Minutes. Tam Mustapha seconded the motion, all approved and the motion carried.**

**VIII. OLD BUSINESS:**

**None**.

**IX. NEW BUSINESS:**

A. Request for motion to approve revised Personnel Policies 301, 305, 603, 806, 1002, and 1009.

At this time, Theresa Lux provided an explanation on the numerous policy revisions. The Board had no questions or concerns and approved of the revisions.

**Robin Andrews made a motion to approve the revised policies. Michael Cole seconded the motion, all approved and the motion carried.**

**B.** “Strategic Gossip”

At this time, the Board had a discussion on DSRIP and the changes surrounding it.

**X. MONTHLY INFORMATION ITEM**

Lisa Thomas, Doreen Rodriguez, Elaine Allen, Kim Martens, and Laura Cullen from the Navigator Program presented to the Board. Details of their presentation are included as an Addendum to these minutes.

**XII. ADJOURNMENT**

**Jeff Rovitz made a motion to adjourn the meeting. Scott Thomas seconded the motion. All approved and the motion carried. The meeting adjourned at 4:10 p.m.**

*Notes prepared and respectfully submitted by Aleshia Boyle, October 9, 2015*

**Reviewed and approved,**

**Linda Tripp, Board Secretary**

ADDENDUM

Presentation of the Navigator Program to the Board of Directors:

Lisa Thomas, Program Director of the Navigator Program, started off by announcing that this year’s open enrollment will begin on November 1, 2015. Since the Marketplace opened, 2.1 million people have enrolled in health insurance, with 1.5 million of those enrolling in Medicaid. Three quarters of people that enrolled in Qualified Health Plans were eligible for financial assistance and subsidies. In addition, the uninsured rate in NY State has dropped from 12.6% to 8.3%.

Lisa provided Board members with a sheet listing the Program’s statistics. The Navigator Program compared to other agencies throughout New York State ranks number 1 in applications submitted, which is something Lisa is very proud of. At this time, Lisa introduced Navigator Elaine Allen.

Elaine Allen shared her experiences partnering with Irish Falkner, Mary Jason, and Beth Neale from the Migrant Health Worker Program through the Department of Health. Elaine has been visiting farms throughout Columbia and Greene Counties with Irish, Mary, and Beth to meet with migrant and H2A workers. Some of these workers come to the U.S. from Jamaica to work from February through November and do not have health insurance. Elaine’s goal is to educate and enroll these workers in health insurance. Since they leave the U.S. during the open enrollment period, she is advising them to start the application process before leaving.

Next, Navigator Laura Cullen spoke about home visits. Besides the 22 different sites that the Navigators use throughout Columbia and Greene Counties to meet with clients, they also do home visits for those unable to meet due to transportation issues. Laura stated that home visits are done in pairs, never alone. Home visits can sometimes be difficult for Navigators to perform their jobs because they may not be able to get an internet connection, in which case they have to call the Insurance Hotline in Albany and go through the application process step by step. Next, Laura introduced Navigator Kim Martens.

Kim explained to the Board how difficult it can be to obtain the necessary documentation to complete the application process. Before every scheduled meeting, the Navigators or Susan, the Consortium’s Program Assistant, make sure to go over all of the documentation the client will have to bring with them. However, regardless being told what to bring, many clients claim they were never told or simply forgot the paperwork. This only delays the application process.

Finally, Navigator Doreen Rodriguez reported the changes of the Marketplace that were happening this year. Beginning this open enrollment, NY State will implement a new health plan called the Essential Health Plan. The Essential Health Plan will include the ten essential health benefits with dental and vision being offered for an additional fee. There will be no retroactive coverage offered with this plan, and consumers will be able to enroll throughout the year. Consumers with incomes of up to 138% of the Federal Poverty Level are eligible for Medicaid. Starting this year, consumers with 139-200% of the FPL will be eligible for the Essential Health Plan .Consumer with 139-150% of the FPL will have no monthly premiums and minimal copays. Consumers with income of 151-200% of the FPL will have a $20 monthly premium, no deductible, and small copays. Like the other Navigators, Doreen stated she loves working as a Navigator assisting clients.

This concluded the presentation.