

Susquehanna Community Health and Dental Clinic, Inc.
Executive Committee Meeting Minutes
July 16, 2018 5:30 PM

PRESENT: Dr. John Boll, Board Chair; Barbara Barbus, Board Secretary; Dorothy Hilliard, Board Treasurer, Jim Yoxtheimer, President & CEO (ex-officio); and Max Houseknecht, Jr., CFO

EXCUSED: Abbey Eschbach, Board Vice-Chair

Dr. Boll took a moment to thank everyone in their confidence in him to serve as an effective Board Chair. He had a couple of thoughts he would like to share with the Committee for Full Board meetings. He asked the Committee's thoughts of starting each meeting with an invocation. Everyone was in agreement. Dr. Boll would also like to add a moment to the agenda for one or two Board Members to tell a little about themselves and what drives their commitment to the Board.

I Management Update

a. Chiropractic Services: Jim indicated Dr. Piotrowski started on June 28 and is doing well. His schedules are full. This item will be taken off the agenda as this project is up and running.

b. Provider Recruitment: Jim reported management interviewed a temporary physician on Saturday and she sounds really excited about coming aboard. This is for a 3-month commitment; however, her history suggests she would likely be here longer. The new Nurse Practitioner, Sara Updegraff started two weeks ago. She is working very closely with Dr. Bartlow. Sue King, the LCSW, starts July 17. Dr. Leung, Pediatrician, will start the end of the month. There are no leads or updates with the Family Practice recruitment.

c. Clinton County—Nothing to report.

d. Expanded BH and MAT: Please see Item II for further details.

e. On-Site Pharmacy: Max gave the update for the On-Site Pharmacy by first discussing the insert in the packet for tonight with the floor plans. The restroom which is currently on that side of the waiting room will be relocated to the opposite side. Max indicated Cardinal Health designed the pharmacy based on what they have found to work as well as regulations and requirements. The drawings are with the architect. They are getting the construction packet ready to go out for bid. The goal is to have it go out to bid by the end of the month. Thinking construction will start in September for 6-8 weeks.

f. Additional Hepburn Street Space: Max reported on this briefly. He stated Visco is working on drawings for this as well. However, they understand the Pharmacy comes first.

g. Pediatric Dentistry: Jim reported Dr. Priya Devan will be starting the end of the month. He stated he just received word today that she received her licensing information.

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II HRSA Expanded Services Grant

Jim explained the Center received notice of a grant opportunity from HRSA less than a month ago that offered funding for substance use disorder and/or mental health services. After initial review, management decided not to apply for this grant as there is still approximately \$170,000 in the AIMS grant funding which has not been used. In addition, we have we have lost our MAT provider as well as our LCSW. However, PACHC reached out to all of the statewide FQHCs to encourage participation in the grant program. It was suggested by senior HRSA leaders that FQHCs should play an important role in the opioid and mental health challenges. It was then decided to take a closer look at the grant requirements, which resulted in a decision to move forward with the application in the amount of \$291,000 in the first year and \$100,000 each year thereafter. Most of the funds will be applied to contracted providers for substance use disorder and psychiatric services. Additionally, funds will be used for an additional FTE to coordinate of both these services, consulting assistance, supplies and equipment needed to support the services.

III FCFP Grant Application

The application for the mobile dental unit was completed and submitted this past Friday in the amount of \$400,000. Jim indicated the preliminary results from the Community Assessment Surveys show a need for dental services in the area. A mobile dental unit seems to be the right direction.

IV Marking/Public Relations

Trudy reported on the updates on each of the Center's upcoming events. The PM Exchange is August 9 from 5-7 at the Center. Jim informed the Committee if they would like to attend to be sure to let Trudy know so she can get them on a list with no admission fee. Trudy indicated employees will be giving tours throughout the Center with approximately 10 stops. At each stop there will be another employee explaining their role at the Center and the services available.

The Health Fair is August 13 from 3-6 in the parking lot and conference room. There will be a tent available this year. 21 tables will fit under the tent. Health screenings will be conducted in the Conference Room. If additional space is needed we can use the sidewalk space outside the Conference Room Entrance.

Trudy reported on the fundraising event, "Eat Around the World" which will be held September 20, 2018 from 5:30-8 at Park Place. Invitations, arm bands, and tickets have been ordered and should be delivered soon. A follow up meeting is scheduled next week with Park Place to discuss the lease agreement. Kim and Shantay are working donations for a Silent Auction.

V Board Member Resignation

Jim made the Executive Committee aware of Carole Gilberti's resignation. Although she still had another year to go on her final term, she simply needed to step off the board due to work commitments.

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VI Full Board Agenda, July 23, 2018

Changes will be made to the agenda as Dr. Boll requested and indicated above.

After discussion it was decided to hold the next meeting electronically as the Health Fair is on the evening of the next regularly scheduled meeting night. Trudy will submit all information via email and will need a response back from each member if they are accepting of all information. This information will be made available to all members by August 14.