

<b>Members Present</b>	Jon Villasurda, Flesia McClurkin, Mary Molloy, Todd Tennis, Phil Bergquist, and Todd Heywood	
<b>Members Absent</b>	Bryanna Brown, Margaret Brown, and Tom Curtis	
<b>Staff Present</b>	Russ Kolski, Dr. Wert	
<b>Minutes By</b>	Samantha Pung	
<b>Guest(s)</b>	Matt Wojack - CMH	
<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>I. CALL TO ORDER/ROLL CALL</b>	Meeting called to order at 5:37 pm	
<b>II. APPROVAL OF AGENDA</b>	The board reviewed the agenda. No additions or deletions at this time.	Motion to approve the agenda by Flesia McClurkin and second by Todd Heywood. Motion carried.
<b>III. PUBLIC COMMENT</b>	It was reported that the community is very pleased with the Forest Facilities.	
<b>IV. CONSENT AGENDA</b> a. Executive Minutes 11/01/2016 b. Finance Minutes 10/26/2016 c. Membership N/A d. Quality N/A e. Board of Directors Minutes 10/20/2016 f. Spending Balance Qtr. 4 g. Service Encounter Qtr. 4 h. Summary of Financials i. Quality Committee Materials		Motion to approve consent agenda support items by Mary Molloy and second by Todd Tennis. Motion carried.
<b>V. NEW BUSINESS</b> a. Introduction of Matt Wojack b. Board Candidate interview	a. Russ Kolski introduced Matt Wojack, from CMH, to the Board. He will be overseeing the behavioral health staff part time. Discussion followed. b. Todd Heywood stated the membership committee is seeking to bring a slate of people in	a. N/A b. c. Motion to accept the draft

**Next Meeting Date: Thursday, Dec 15 20, 2016 • 5:30 pm**  
**Location of Meeting: 2316 S. Cedar Street • Lansing, MI • Forest Conference Room**

<p>c. Draft Cardinal Contract d. Finance Policies e. Board Bylaw Change f. MCHN Future Support g. Mailing Agenda Packets h. Change of Hours: River Oak i. Board Evaluation Results j. Meeting Grid for 2017 k. Reports: Executive Director Medical Director Dental Director</p>	<p>the near future for approval. He also stated two applicants have moved on to the Board of Commissioners interview. Discussion followed.</p> <p>c. Russ Kolski prepared a resolution asking for approval of going with Cardinal Health for the 340b Pharmacy. Cardinal will be paying for the pharmacy renovations. Further discussion followed.</p> <p>d. Phil Bergquist reviewed the changes made to the Sliding Fee Discount Program, Patient Statements Collections, Bad Debt Adjustment, and Acceptable forms of Payment policies with the board. Going forward the policies and procedures will have a line for the board chair to sign. Todd Heywood would like to ask HRSA if “legal domestic partnership” could be added to family size/types. Discussion followed.</p> <p>e. Jon Villasurda presented the Bylaw language change. It will now state that the chair, the vice chair or both, will be users of the CHCs. Further discussion ensued.</p> <p>f. Russ Kolski stated the Michigan Community Health Network could come back to the County and ask for more money to support them if they are unable to afford operational costs. The data tool MCHN has chosen is ok but is not necessarily beneficial for what the FQHCs need to accomplish reporting. Discussion followed.</p> <p>g. Russ Kolski asked the board members if they would like to continue receiving paper packets in the mail. Two members said yes, the rest of the members stated they are good with the electronic packet version especially if paper copies are available at the meeting. Further discussion followed.</p> <p>h. Russ Kolski has been evaluating operations and use of staff time. He would like to change the hours of operation at River Oak to 8:00 to 5:00 and eliminate the Saturday hours. This matter was tabled to the executive committee to bring back to the December board meeting. Discussion followed.</p> <p>i. Jon Villasurda reviewed the board evaluation results with the rest of the board members. The top two areas members would like to learn more about are staff responsibilities and FQHC terminology. Further discussion ensued.</p> <p>j. The Proposed meeting grid for board related meetings in 2017 was tabled.</p> <p>k. Reports: Executive Director: Everything regarding updates is in the report.</p>	<p>resolution for Cardinal by Todd Heywood and seconded by Todd Tennis. 5 yay, 1 nay. Motion carried.</p> <p>d. Motion to accept all four policies with the amendment by Todd Heywood and seconded by Todd Tennis. Motion carried.</p> <p>e. Motion to accept the amended bylaw language by Mary Molloy and seconded by Todd Heywood. Motion carried</p> <p>f. N/A g. N/A h. N/A i. N/A j. Motion to table the meeting grid discussion by Phil Bergquist and seconded by Todd Heywood. Motion carried k. N/A</p>
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	<p>Medical Director: No written report this month. Dr. Wert stated two candidates have backed out but the PA position at River Oak has been filled. He is continuing to touch base with his network regarding recruitment.</p> <p>Dental Director: Everything is in the report.</p>	
<b>VI. PUBLIC COMMENT</b>		
<b>VII. ADJOURNMENT</b>	Meeting Adjourned at 7:09 pm	Motion to adjourn the meeting by Mary Molloy and Second by Todd Heywood. Motion carried.

The Community Health Center Board of Directors approved the November 17, 2016 Minutes on \_\_\_\_\_.

\_\_\_\_\_  
Jon Villasurda, Chairperson

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Date

\_\_\_\_\_  
Russ Kolski, Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Samantha Pung, Health Secretary

\_\_\_\_\_  
Date