

Members Present	Jon Villasurda, Flesia McClurkin, Mary Molloy, Todd Tennis, Margaret Brown, Tom Curtis, and Phil Bergquist	
Members Absent	Bryanna Brown and Todd Heywood	
Staff Present	Russ Kolski, Dr. Wert	
Minutes By	Samantha Pung	
Guest(s)	Kathleen and Doug – Board Applicants	
AGENDA ITEM	DISCUSSION	ACTION
I. CALL TO ORDER/ROLL CALL	Meeting called to order at 5:36 pm	
II. APPROVAL OF AGENDA	The board reviewed the agenda. No additions or deletions at this time.	Motion to approve the agenda by Flesia McClurkin and second by Mary Molloy. Motion carried.
III. PUBLIC COMMENT	None	
IV. CONSENT AGENDA a. Executive Minutes 10/04/2016 b. Finance Minutes 09/28/2016 c. Membership 09/15/2016 d. Quality 10/12/2016 e. Board of Directors Minutes 09/15/2016 f. Spending Balance Oct - Aug g. Service Encounter Oct-Aug h. Summary of Financials i. Quality Committee Materials	Phil Bergquist would like to pull item “b”, finance minutes, and put it under new business after item “j”, proposed meetings.	Motion to accept the amended consent agenda as presented by Phil Bergquist and second by Todd Tennis. Motion carried. Motion to approve consent agenda support items by Phil Bergquist and second by Todd Tennis. Motion carried.
V. NEW BUSINESS a. Board Applicant Interview b. Slate of Officers c. Reorganization Plan	a. Kathleen Snyder was interviewed by Board as a potential future member. She has a background in marketing and recruitment. Discussion followed. b. Jon Villasurda stated the current recommendation is to keep the current slate for 2017	a. N/A b. Motion to accept the keep the current officers for 2017 by

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<p>d. Policy Approval Process e. AAAHC f. Applicant Interview: Doug g. Finance h. Cardinal Pharmacy i. Call Center Update j. Proposed Meetings 2017 k. Finance from Consent l. Reports: Executive Director Medical Director Dental Director</p>	<p>(Jon Villasurda as Chair, Todd Heywood as Vice Chair and Flesia McClurkin as Secretary). Discussion followed.</p> <p>c. Russ Kolski reviewed the Reorganization plan for the Health Center Management. ◆ Krista Haven’s revised position and Cheryl Gildner’s replacement position will be the same pay grade. Krista will oversee the Quality Analyst, PCMH, non-provider clinical staff, and Call Center Staff. ◆ Joel Murr, the Assistant Deputy Health Office, will oversee staff that straddles both Public Health and CHCs (i.e. Grants Coordinator position, along with the EHR team). ◆ Dr. Wert will have the providers report to him.</p> <p>d. Russ Kolski stated going forward the policies and procedures will have a line for the board chair to sign. Right now past minutes are referred to, to show the board approved the policies and procedures. Discussion followed.</p> <p>e. Russ Kolski told the board Angie Bolles is the project manager for the AAAHC process. Further discussion ensued.</p> <p>f. Doug was interviewed by the Board as a potential future member. He is a user of the CHCs, part of the LGBTQ community, and is active with LAAN as well as teaches Spanish at LCC.</p> <p>g. Russ Kolski reported the provider recruitment is still ongoing. Russ would like to contract with Sparrow for extra services in Women’s Health as the only provider will be going on maternity leave soon. Discussion followed.</p> <p>h. Russ Kolski has been meeting with Cardinal Pharmacy on a regular basis. The cost for the renovations will be funded by Cardinal. Russ is also looking into going jail medications through the pharmacy. Further discussion followed.</p> <p>i. Russ Kolski reported the Call Center is not without its problems. There have been dropped calls and calls coming through after hours due to some glitches in the software. There is also a need for more staff in the center and Russ is looking in to how to backfill when people are on vacation. Discussion followed.</p> <p>j. Jon Villasurda stated the committees and board are receiving some information that is a couple months old. Moving forward next year (2017), a structure of how to set the meetings to receive the most up to date information will be drafted. This topic will be</p>	<p>Flesia McClurkin and seconded by Mary Molloy. Motion carried.</p> <p>c. N/A d. N/A e. N/A f. N/A g. N/A h. N/A i. N/A j. N/A k. N/A l. N/A m. Motion to table the applicant discussion to executive committee by Margaret Brown and seconded by Tom Curtis. Motion carried</p>
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	<p>discussed further at the Executive Committee meeting and action will be taken at that time. Discussion Followed.</p> <p>k. Phil Bergquist stated the finance committee will have a few policy changes coming down the pike. There are credit card machines at all the sites now and notes on the statements regarding availability of the sliding fee scale. Further discussion regarding pre-collections occurred</p> <p>l. Reports: Executive Director: Everything regarding updates is in the report. Medical Director: Dr. Wert has interviewed more applicants for the PA/NP positions. If all accept the offer, three positions will be filled. He is also working on a retention plan. Dental Director: Everything is in the report.</p> <p>m. The applicant discussions will take place at the Executive Committee.</p>	
<p>VI. PUBLIC COMMENT</p>		
<p>VII. ADJOURNMENT</p>	<p>Meeting Adjourned at 7:26 pm</p>	<p>Motion to adjourn the meeting by Mary Molloy and Second by Flesia McClurkin. Motion carried.</p>

The Community Health Center Board of Directors approved the October 20, 2016 Minutes on _____.

Jon Villasurda, Chairperson

Date

Russ Kolski, Executive Director

Date

Samantha Pung, Health Secretary

Date

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