

MINUTES

Meeting of the Board of Directors - SCHC

MINUTES

DATE: NOV 24,2009 TIME: 6:30 PM

SUNSHINE CLINIC

FACILITATOR	Board President, Tom Phillips
BOARD MEMBERS IN ATTENDANCE	Tom Phillips Pam Robinson, Ann Yadon, Susie Seibert, Deb Griffin Absent: Richard Burgener, Dave Sutton, Bonnie O'Connor
GUESTS	Jody Fitzgerald
STAFF PRESENT	Sharon Montagnino, ED
RECORDER	Secretary: Deb Griffin
TIMEKEEPER	Susie Seibert

WELCOME AND INTRODUCTIONS

TOM PHILLIPS

BOARD CORRESPONDENCE OR PERSONS TO BE HEARD

TOM PHILLIPS

	Correspondence from Jody Fitzgerald requesting name change for clinic following Jessica Stevens Dedication Ceremony. Letter submitted for file. Person to be heard: Jody Fitzgerald	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Notify Jody Fitzgerald	Tom Phillips	

INFORMATION ITEMS

DISCUSSION	<ol style="list-style-type: none"> 1. Finance Committee report – Brief report following Financials look good. Encounter numbers reflect annual average, Board travel and training figures request definition by Finance Director, Valera Brickel. 2. Board Education 101+ Pam Robinson discussed the webinar training she watched at the NACHC website(www.nachc.org) Recruitment & Retainment and brought up the provider shortage nationally. 3. Committee reports <ol style="list-style-type: none"> a. Advocacy; minutes submitted. Pam Robinson reported on the APCA Advocacy webinar. Recommend an advocacy point person. Pam will email site address. b. Bylaws; request that Sharon Meals resend the proposed changes for board review. 4. Jessica Stevens' Dedication Ceremony; Held Sunday, November 22nd at SCHC. It was nice. Robert Ambrose spoke. Shelis Jorgensen acted as master of ceremony and it was well received. Approx. 100 in attendance.
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NEW BUSINESS

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1. Mat Su Health Foundation grant award; SCHC received \$500k. Half is available now, half later in 2010. Reporting is required to keep them updated on progress.
 2. Environmental Assessment on new Willow Clinic site has been approved making \$228k available from CIP grant.
 3. Committee meetings reviewed with new member assignments.
 - a. The following committees to meet on Monday, November 30th starting at 4:00 p.m. – Advocacy, Bylaws, and Board Development. PICA to be announced.
 4. New signors on checking and bank accounts. Pam Robinson and Deb Griffin will be added as signors on checking.
 5. Executive Committee meeting- ED Annual Review – Susie Seibert will send documents to committee. December 1st, 5:00 p.m.
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OLD BUSINESS

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1. NWRPCA/Champs Fall Conference – report by Sharon Montagnino. April training session discussed, possibly invite leadership staff.
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ACTION ITEMS

TOM PHILLIPS

DISCUSSION AND CONCLUSIONS

1. **Motion to approve November Staff Report.** Susie Seibert motioned, seconded by Ann Yadon. Discussion; Add Needy Meds October figures, saved \$38k. Christmas Staff /Board party discussion. Call for vote. Motion carried.
2. **Motion to approve September Finance report.** Susie Seibert motioned, seconded by Deb Griffin. Call for vote. Motion carried.
3. **Motion to approve October Finance report.** Susie Seibert motioned, seconded by Pam Robinson. Call for vote. Motion carried.
4. **Motion to approve September board minutes.** Pam Robinson motioned, seconded by Deb Griffin. Call for vote. Motion carried.
5. **Motion to approve minutes from Special Meeting for “Audit Review”.** Pam Robinson motioned, seconded by Susie Seibert. Call for vote. Motion carried.
6. **Motion to excuse Richard Burgener from October meeting.** Pam Robinson motioned, seconded by Deb Griffin. Call for vote. Motion carried.
7. **Motion to accept change in purpose of Advocacy Committee charter.** Pam Robinson motioned, seconded by Susie Seibert. Discussion: Change charter purpose to read, **“To develop and monitor ongoing advocacy initiatives at the local, state, and national levels.”** Call for vote. Motion carried.
8. **Motion to approve Christmas bonus, as presented.** Susie Seibert motioned, seconded by Pam Robinson. Proposal to the board for approval of Christmas Bonus; \$300 to full time (40 hour) employees. Less than 40 hours prorated based on hours worked per week with a minimum of \$100 per employee. Call

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for vote. Motion carried.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
ANNOUNCEMENTS & ADJOURNMENT ALL		
1. Hospitality visits: November – Pam Robinson December – Richard Burgener		
NEXT MEETING	<ul style="list-style-type: none">• Next regular board meeting will be held January 26th, 2010 at 6:30 p.m.• Snacks will be provided by– Dave Sutton	
CONCLUSIONS	Meeting adjourned at 8:30 p.m.	