

## Sunshine Community Health Center

### Mission Statement

Sunshine Community Health Center offers accessible, proactive, quality health care regardless of an ability to pay.

## BOARD OF DIRECTORS MEETING

Tuesday, November 25, 2014 6:30 p.m. SCHC, Willow

### MINUTES

#### Administrative Process

- A. Call to Order: 6:30
- B. Attendance: David Sutton, Richard Burgener, Harold Conrad, Kathleen Huston, Waneta Redmond, Vivian Munson, Susan Morgan, Carla Kelly, Jenna Rich  
  
Absent: Billy FitzGerald, Dottie Leonard, Amanda Simpson
- 1. Appointed Timekeeper: 6:30, Professional Growth Systems presentation 7:15, Start of the meeting
- 2. Appointed Minute Taker: Jenise McGraw
- 3. Staff present: Melody Palermo, Executive Director; Bill Frantz, Dental Director; Jenise McGraw, Adm. Asst. to ED, Kim Schlosser, Transit Manager
- C. Correspondence: Dottie Leonard, letter of absence
- D. Persons to be heard: D. Douglas Johnson, Professional Growth Systems concerning the Strategic Plan

#### 1. Information Only Items

- 1) **Committee Meeting Reports (10 minutes)**
  - a. **Finance Committee:** Richard Burgener, Chairperson  
Time in:                      Time out:  
Finance report approved (included)
  - b. **Advocacy Committee:** Dottie Leonard, Chairperson  
Time in:                      Time out:  
Minutes available at a later date
  - c. **Board Development Committee:** Waneta Redmond, Chairperson

Time in:                      Time out:  
No meeting

d. **Bylaws/Policy Committee:** Richard Burgener, Chairperson

Time in:                      Time out:  
Bylaw changes and clinical access policy presented

e. **PIQARM Committee:** Richard Burgener, Chairperson

Time in:                      Time out:

f. **Transit Committee:** Amanda Simpson, Chairperson

Time in:                      Time out:  
Kim Schlosser gave report (included)

## 2. **New Business (10 minutes)**

- HRSA Operational Site Visit (OSV) Report
- HRSA Notice of Award (NOA) received regarding OSV findings

## 3. **Old Business (5 minutes)**

- Inspection done on Old Clinic; should be listed by 11-26-14; asking \$59,900. Realtor would like to know if the landowner would like to continue renting property
- As the Strategic Plan process has been discussed multiple times, the BoD was receptive to the plan presented by Professional Growth Systems representative

## 4. **Action Items (5 minutes per item)**

- 1) Motion to approve October 2014 meeting minutes

Discussion: None

Motion made for approval by Richard Burgener; Kathleen Huston,  
second

Call for vote: Approved - All      Failed -                      Abstentia

- 2) Motion to approve October 2014 Financial Report

Discussion: None

Motion made for approval by Kathleen Huston; Richard Burgener,  
second

Call for vote: Approved - All      Failed -                      Abstentia -

- 3) Motion to approve November 2014 Executive Director's Report

Discussion: None

Motion made for approval by Kathleen Huston; Richard Burgener,  
second

Call for vote: Approved - All      Failed -                      Abstentia –

- 4) Motion to approve changes to the Bylaws as of November 25, 2014

Discussion: None

Motion made for approval by Harold Conrad; Richard Burgener, second

Call for vote: Approved - All      Failed -                      Abstentia –

- 5) Motion to approve the Clinical Care Access Policy

Discussion: None

Motion made for approval by Richard Burgener; Vivian Munson, second

Call for vote: Approved - All      Failed -                      Abstentia –

- 6) Motion to approve the hiring Professional Growth Systems to facilitate Strategic Plan

Discussion: None

Motion made for approval by Jenna Rich; Kathleen Huston, second

Call for vote: Approved – All      Failed -                      Abstentia –

## 5. **Announcements**

### **Upcoming Committee Meetings (provide dates/time/place)**

- a. **Finance Committee:** 6:00pm, Dec. 30<sup>th</sup>, TKA
- b. **Advocacy Committee:** 4:30pm, Dec. 16<sup>th</sup>, TKA

- c. **Board Development Committee:** 3:00pm, Dec. 22<sup>nd</sup>, Willow
- d. **Bylaws/Policy Committee:** Jan. 13<sup>th</sup> possibly
- e. **PIQARM Committee:** 5:00pm, Dec. 16<sup>th</sup>, TKA
- f. **Transit Committee:** 10:30pm, Dec. 11<sup>th</sup>, TKA

**Next BOD Meeting:** Tuesday, December 30<sup>th</sup>, 2014, 6:30 p.m., Talkeetna

**Snacks provided by: TBA**

**Executive Session:** In Session:                      Session Adjourned:

**BoD Meeting Adjourned Time:** 8:15 p.m.