

SUSQUEHANNA COMMUNITY HEALTH AND DENTAL CLINIC, INC.
Executive Committee Meeting Minutes
October 11, 2021 6:00 PM

PRESENT: Kim Wetherhold, Board Chair; Chris Ebner, Board Secretary; Matt McLaughlin, Board Treasurer; Max Houseknecht, Jr., CFO; and Jim Yoxtheimer, President & CEO (ex-officio)

PRESENT VIA ZOOM: Jean Myers, Board Vice-Chair

I Management Update Current Operations

Jim reported that the Center has been very busy with COVID testing. Our testing capabilities were expanded, and we can now test up to 60 patients per day. However, the vaccines continue to be a bit slow. The Center is expecting to have a jump once the information is rolled out about the Moderna booster as that was the only vaccine we had when we initially began the vaccines.

Jim reported that staffing continues to be a struggle. To date, approximately six employees exist who have not received the COVID vaccine and will very likely be leaving once the mandate passes. The Committee asked if frequent testing could be an option. Jim indicated he has not seen that as an alternative, but obviously will keep his eyes open for that option.

II Facilities Planning

Jim reported that management is waiting on an appraisal for the Hepburn Plaza facility which could take two to three weeks until the report is available. The committee asked what RVHDC could do right now for a down payment. Jim reported that the Center will need 20% for down payment. Management has been discussing other options such as owner giveback. For example, if the property appraises at \$10 million the purchase price would be \$8 million. Management has also been discussing the possibility of donations.

Renovations continue to move forward at the 431 location. The architect indicated they will be ready with bidding documents soon.

As discussed in the Finance Committee meeting, the Center did receive the NOA for capital funds. The original intent for this funding was to renovate an office in the Muncy area for family practice. However, it was brought to management's attention that the building under consideration is no longer for sale. Management has met with the architects to discuss a build out on the Jersey Shore office. One of the challenges with the grant is the short time span to get back to HRSA and report what will be replanned with the monies.

III Sullivan County Introduction

Jim reported to the committee that he was looking for suggestions on a possible collaboration in Sullivan County. River Valley Health and Dental was approached by the Sullivan County Commissioners who own a two-provider building in Laporte. Previously, the practice was run by Family Practice Centers, but they had since indicated they did not want to renew their lease. Sullivan County would provide the facility rent free so the expenses would be minimal. Max ran numbers which showed providers would need to see 15 patients per day. Family Practice Center did not average seeing that many patients per day. Management's thoughts would be if the Center could receive financial assistance from Geisinger or UPMC for 1-3 years it would be a

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good thing to do as it is a medically underserved area. Management has spoken with UPMC and Geisinger and are waiting to hear back from them.

The committee indicated rent-free looks very attractive, however working with just a physician does not seem to be financially possible. Possibly working with an APP/doctor 60/40 would work. They also felt the Center could look to the Laporte community for monetary donations.

Jim indicated that he did not want to commit any of the money from the Center for the Sullivan County office. The next steps would include reaching back out to UPMC and waiting on Geisinger to respond. A possibility exists that the County has funding available which could supplement the operation for three years.

Jim indicated that he would continue to work on this project and report back updates to the committee.

IV Full Board Agenda, October 26, 2021 @ 5:30 PM

Jim recommended that no mini-education session be conducted for the October meeting due to the need for an Executive Session regarding the CEO evaluation. The committee agreed.

- **Board Annual Work Plan:** Jim plans to give the board a progress report on the Strategic Plan in the CEO report. Jim will be presenting a new organizational chart to Personnel & Nominating Committee in October which will include a Chief Operating Officer.

V CEO Evaluation Process

At 6:28 pm the committee met in Executive Session to discuss the results of the CEO Evaluation.

Next Meeting: November 9, 2021 @ 12:30 PM Community Room