

SUSQUEHANNA COMMUNITY HEALTH AND DENTAL CLINIC, INC.
Executive Committee Meeting Minutes
December 14, 2021 12:30 PM

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

PRESENT VIA ZOOM: Jean Myers, Board Vice Chair

Excused: Chris Ebner

I Management Update Current Operations

Jim reported that the federal mandate for COVID-19 vaccines has been enjoined; however, the management team has decided to move forward with mandated vaccines for River Valley Health and Dental as of December 6. Only a handful of employees were not vaccinated at that time. Since then, one employee has received their vaccine and has returned to work. The other three individuals have applied, and been approved, for a religious exemption from the vaccine. The Center has made reasonable accommodations for those individuals which include testing twice weekly and appropriate face coverings at all times. Jim reported that other FQHC's were polled to learn what they were doing regarding the vaccine mandate. The Center learned that out of approximately 30 FQHC's only 3 were going to wait until the federal mandate was approved. Management felt comfortable moving forward with the mandate for River Valley Health and Dental.

Staffing continued to be a challenge as several staff need to be out awaiting test results or quarantining. At one point there were 3 LPN's out with a diagnosis of COVID; all individuals who were vaccinated.

The Center has been administering approximately 200 COVID vaccines per week. Approximately 230 pediatric vaccines have been given to date. The Center has extended their hours for COVID vaccines to 6:30 pm Monday – Thursday.

Testing continued to increase. The Center has been testing approximately 200 individuals per week with a positivity rate of 18%. A national shortage of rapid tests has been seen. The Center has not been affected to date.

II Facilities Planning

- **Plaza Purchase Progress:** Jim asked Max to lead a discussion on the plaza purchase progress. Max reminded the committee that the appraisal returned at \$9,000,050. Max indicated that in discussion with C&N Bank that they felt the appraisal came back at a fair value. Mr. Klingerman has asked management to look to another banking institution for another appraisal. The first appraisal cost \$4,400. Management was not sure they are ready to acquire another appraisal, as they only last for a certain amount of time and no exact purchase price had been discussed at that point. On a \$9 million mortgage the Center would need a down payment of 20%. Without funding for the down payment, the Center would be overextended by \$10,000 per month. Income from tenants will be some help to offset the cost. In addition, we would need to have savings for unexpected

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maintenance issues. Management would like to work on getting at least \$1 million in a commitment from partners and then try to negotiate pricing with Mr. Klingerman. Jim indicated there are meetings scheduled in January with partners and will report back to the committee next month.

- **Clinton County Site Update:** Jim updated the committee on the progress of the Clinton County Site. The committee had the opportunity to review the draft lease which will be sent to legal soon for their review. Pricing for the lease was \$8 per square foot. Once the lease has been approved by legal, it will be signed and returned to STEP.

Jim reported management hoped that the bidding for renovations to the 431 Hepburn Street location would be out to contractors before Christmas. The committee asked how things were with office space. Jim indicated things continue to be tight and will be really tight when we lose the administration space due to the renovations. Management has revisited working remotely for certain positions.

III Noncompeting Continuation (330 Grant)

The Center needs to provide a report to HRSA annually to show progress and other changes over the previous year. The committee agreed to place the item on the agenda under new business for formal motion to approve the submission of the Noncompeting Continuation 330 Grant.

IV Full Board Agenda, December 28, 2021 @ 5:30 PM

The committee agreed to forgo the mini-educational session for the December meeting. no credentialing needs existed for the month.

- **Board Annual Work Plan:** The committee reviewed the Board Annual Work plan. All items were up to date. They also reviewed the draft Board Annual Work Plan for 2022 and no issues were raised with the proposed draft.

Next Meeting: January 11, 2022 @ 12:30 PM Community Room