

SUSQUEHANNA COMMUNITY HEALTH AND DENTAL CLINIC, INC.
Executive Committee Meeting Minutes
November 9, 2020 5:30 PM

PRESENT: Dr. John Boll, Board Chair; Barb Barbus, Board Secretary; Kim Wetherhold; Max Houseknecht, Jr., CFO; and Jim Yoxtheimer, President & CEO (ex-officio)

PRESENT VIA ZOOM: Abbey Eschbach, Board Vice-Chair and Dewy Hilliard, Board Treasurer

I Management Update Current Operations

a. Express Care Services: Jim reported that the provider staff has been recruited for the Express Care Services and management has begun to procure equipment. Service will be transferred from the Center to the 431 Hepburn Street location soon, however, will not be fully operational in the new space until January. One of the providers had a contractual agreement which required them to stay with their present employer until the end of December. Hours will be expanded from 8 am – 7 pm Monday through Thursday, 8 am – 5 pm on Friday, and 9 am – 2 pm on Saturday. The Express Care Service will be open to the public. Management ran a visit pattern and it was demonstrated that not a lot of visits occurred in the early morning hours on the weekends. Management is also working with Cardinal Health for the possibility of expanding pharmacy hours in effort to capture prescription fills from Express Care Services. These visits can be billed as office visits, not urgent care, therefore the copay for the patient will be lesser.

b. Dental Operations: Jim reported that the dental team is doing their best to provide the best access to care with the current staff compliment. One of the temporary dentists has started and is working two days a week. Another dentist may come for a visit next week.

c. Jersey Shore Dental Practice: Max reported that the official agreement of sale is with the attorney working on a draft for the Center. A verbal agreement has been made. Of note, the verbal agreement is approximately \$10,000 under what the board authorized at the October Board meeting.

d. 340B Activities: Jim reported good news regarding the 340B activities indicating Merck has withdrawn their initial letter of demand and FQHC's are hoping the other pharmaceutical companies will follow suit.

II Board Officers/Election

Jim reported that Kim Wetherhold has agreed to serve, if elected, as Board Chair beginning in January. Jean Myers has agreed to serve, if elected, as Board Vice-Chair. The Personnel & Nominating Committee met today (Monday, November 9th), and they are recommending these nominees to Board at the November meeting where ballots will be distributed.

III Rural Health Award

Trudy reported that the Rural Health Program of the Year award will be conducted virtually on November 18 at 9 am. As soon as the Zoom link is available to her, she will distribute it to Board members. Board members are welcome to join management in the Community Room that day, if they prefer. It was suggested by the Committee to have a press release and photos to the newspapers and to Facebook.

SUSQUEHANNA COMMUNITY HEALTH AND DENTAL CLINIC, INC.
Executive Committee Meeting Minutes
November 9, 2020 5:30 PM

IV December Full Board Meeting Date & Format

Trudy reported that after polling the board members, most preferred to have the December Board meeting on December 21 with a meal provided, if a place could be found with proper social distancing. The Genetti is available with a room that currently has the capacity of 61. The maximum people present for the December meeting would be 20. The representative from the Genetti indicated there is also zoom capabilities available. That functionality will be tested before the meeting to ensure that those Board members who prefer to Zoom will still have access to the meeting.

V Full Board Agenda, November 23, 2020 @ 5:30 PM

The committee reviewed the Board Agenda and agreed with the format. Dr. Boll reminded the committee that the Board will meet in Executive Session to discuss Jim's annual review. The deadline to send responses is November 13. He indicated he will summarize the responses and send them to the committee before the Board meeting. He will also meet with Jim before the Board meeting to review the responses received.

With no further business to be discussed the meeting was adjourned at 6:00 PM.

Next Meeting: December 14, 2020 @ 5:30 PM Community Room