

SUSQUEHANNA COMMUNITY HEALTH AND DENTAL CLINIC, INC.
Executive Committee Meeting Minutes
November 11, 2019 5:30 PM

PRESENT: Dr. John Boll, Board Chair; Barb Barbus, Board Secretary; Dewy Hilliard, Board Treasurer; Max Houseknecht, Jr., CFO; and Jim Yoxtheimer, President & CEO

Excused: Abbey Eschbach

I Management Update

a. On-Site Pharmacy: Jim reported that the pharmacy has now been accepted and fully credentialed with GHP Family which is the Center's largest MCO. This result allows the pharmacy to better serve patients and give them choices of where to seek their pharmacy needs.

b. Telepsychiatry: Jim reported that telepsychiatry has recently started and has been going well so far.

c. Substance Use Disorder: While the Center has not had a patient through the door yet, there are patients scheduled to come in. This service will not largely impact visits due to the anticipated small number of patients.

d. Mobile Health Unit: Jim reported that service in the Mobile Unit is going well. There are some challenges, as expected. But the team has worked through them efficiently and effectively. Management has an interview tomorrow evening with a dentist which, if hired, would allow the unit to be on the road four days a week as opposed to two.

e. New EHR: As reported previously, the new EHR system, eClinicalWorks (eCW) went live on October 4. Management budgeted for a 40% reduction in visits for October as the providers and staff learned the new system. The good news is there was only a 22% reduction in visits, which speaks volumes for the software.

II SAC Application

Jim indicated that the Service Area Competition (SAC) grant application is due soon. Management will be asking for Full Board approval to submit the application.

III Christmas Breakfast

Jim announced that there will be an all-staff Christmas breakfast at the Genetti on December 18. This breakfast is not an all-staff meeting, but a thank you for all that the staff has done for the Center throughout the year. The Board will be invited to attend, and the information will be made available at the November Board meeting.

IV Health Insurance Update

Jim reported that the Center has received a proposal from Geisinger for a 0% increase in cost for employee health insurance for the coming year. The Center is waiting for a proposal from UPMC which should be available soon.

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V Additional Clinic Space Availability

Jim reported that management recently became aware that about 1,000 square feet of space currently occupied by the check cashing store will be coming available soon. This space is directly beside the dental end of the Center. After discussion, it was decided to add consideration of the opportunity to new business on the Full Board Agenda where the Board may consider a motion for approval to move forward with obtaining the additional space.

VI Medical/Legal Partnership

Jim reported that the Center should hear very soon regarding the Medical/Legal Partnership with North Penn Legal Services. If the grant is obtained it will allow North Penn Legal Services to provide one full-time lawyer and a part time paralegal at the Center to assist our patients with legal needs they may have, excluding malpractice suits.

VII CEO Evaluation

The Executive Committee met in Executive Session for discussion of the CEO Evaluation to be presented to the Full Board on November 25.

VIII Full Board Agenda, November 25, 2019 @ 5:30 PM

The Committee reviewed the Full Board Agenda for November 25 and it was decided to add under new business the request for the approval of the SAC grant application and the request for the approval of obtaining the additional clinic space in the plaza.

With no further business to be brought before the committee, Dr. Boll adjourned the meeting.

Next Meeting: December 9, 2019 @ 5:30 PM Administrative Conference Room, 431 Hepburn Street