

**Northern New Hampshire AHEC  
North Country Health Consortium  
Board of Directors Meeting Minutes  
February 10, 2012**

**Present:** Roxie Severance, Jane MacKay, Sharon Beaty, Tony Poekert, Elaine Bussey, Ed Shanshala, Adele Woods, Rob Darling, Nancy Bishop, Alisa Druzba

**Phone:** Margo Sullivan

**Staff:** Nancy Frank, Debra Simmons

**Absent:** Charlie White, Gail Clark, Russ Keene, Jim Michalik, Rosemary Orgren, Lucille Tremblay

### **Consent Agenda**

Sharon Beaty made a motion to remove the January board meeting minutes from the consent agenda; Nancy Bishop seconded the motion; motion passed.

*Adele Woods made a motion to accept the consent agenda; Elaine Bussey seconded the motion; motion passed.*

The following changes were made to the January minutes:

- Adele Woods made a motion to go into Executive Session at 8:40 a.m. Ed Shanshala seconded the motion; motion passed. Nancy Frank and Debra Simmons left the meeting. Adele Woods made a motion to go out of Executive Session; Sharon Beaty seconded the motion; motion passed. Meeting resumed at 8:55 a.m.
- A motion was made by Roxie Severance to increase Nancy Frank's compensation and leave time in accordance with her agreement; seconded by Ed Shanshala; motion passed.
- Adele Woods, Sharon Beaty, and Ed Shanshala abstained from the North Country ACO vote.
- Alisa Druzba left the room for the discussion and the vote about the Chronic Disease RFP issued by the state.

*Adele made a motion to accept the minutes with the noted changes; Sharon Beaty seconded the motion; motion passed.*

### **Molar Express Update**

Staff has met with local dentist – Hugh Hawkins in Littleton; Dana Bartlett in Colebrook; Roy Brewster in Whitefield – to update them on Molar Express and to garner support and opportunities for collaborative efforts. There were very positive outcomes from the meetings with Dr. Hawkins and Dr. Bartlett.

Nancy has had meetings/conversations with the NH Dental Society, the state oral health program, Bi-State Primary Care Association, and the HNH Foundation to update them on Molar Express.

Nancy will be working with the state, Bi-State, Ammonoosuc Community Health Services and Mid-State Health Center on a proposal to HRSA to support oral health workforce activities.

### **Auditor's Preliminary Report**

Richard Lyon, CPA from A.M. Peisch provided a preliminary audit report. NCHC did not file the required data collection form last year so this year the single audit must review 50% of the federal grant funds. NCHC will set up a tickler system to this will not happen in the future. The

financial audit is essentially complete and the single audit should be complete in about a week. The final financial statements will be ready for the finance committee to review on March 7<sup>th</sup>. The finance committee will bring their report to the full board on March 9<sup>th</sup>. Mr. Lyon recommended the board consider getting a line of credit. The finance committee will discuss this before bringing it to the full board for discussion.

### **Membership Committee Report**

The Membership Committee met on February 16<sup>th</sup>. Tony Poekert, chair of the committee reported that the group had discussed several things including a member fee structure, discounted rates, and the value-added for members. The Committee recommended sending out invoices based on the current fee structure so that we can devote adequate time to develop a fair and equitable fee structure for members. It was also suggested that the Board complete a survey before the strategic planning session about their perspective on member benefits. Nancy will work with Tony to develop a survey monkey for the board.

*Tony Poekert made a motion to invoice current members at the existing fee structure; Sharon Beaty seconded the motion; motion passed*

### **Grants Update**

#### New Hampshire Public Health Network Services

Alisa Druzba left the room for the discussion. The RFP from the state includes funding for the Public Health Network, Disaster Behavioral Health and School-Based Vaccination. Mid-State Health Center is also applying for the School-based Vaccination program. Northern Human Services currently receives the Disaster Behavioral Health contract from NCHC. *Adele Woods made a motion to move forward with the proposal; Ed Shanshala seconded the motion; motion passed. Sharon Beaty and Jane MacKay abstained.*

#### Connections for Cardiovascular Health

This is a grant from the AstraZeneca Health Care Foundation. Nancy Frank asked the board if there had ever been a policy about taking funds from a pharmaceutical company. It was also pointed out that this particular opportunity is from a foundation, not directly from the company. *Adele Woods made a motion to apply for the funding; Ed Shanshala seconded the motion; motion passed; Rob Darling opposed.*

*Adele Woods made a motion to develop a policy relative to whom we will accept funds; Sharon Beaty seconded the motion; motion passed.*

### **Other Business**

#### North Country ACO Update

Sharon Beaty reported that the ACO application was submitted on time and the advance payment model was also submitted.

#### Fund Raising Letter

The board decided that a NCHC community report should be sent out with an envelope (for a soft ask) as a way of doing some fund raising.

