**Columbia County Community Healthcare Consortium, Inc.**

**Executive Committee**

**Notes from the meeting of October 25, 2017**

**Attending Members:** Robin Andrews, Beth Schuster, Linda Tripp

**Absent Members:** Theresa Lux, Art Proper, Tam Mustapha

**Staff Members:** Claire Parde, Lisa Thomas

**CALL TO ORDER**

Meeting was called to order at 9:13 a.m.

Executive Director’s Report

At this time, Claire provided her Executive Director’s Report (see attached), and verbally added the following points:

*Program Management*

Claire submitted a request to the County Board of Supervisors for a modest increase in the agency’s allocation.

Navigator, Cancer Services and RHN are all in their 5th and final year of the grant cycle. The State Office for Rural Health has promised a new RFP for RHN. We expect a new RFP for Navigator around April 2018. If Medicaid ends up being cut, the State will face a huge deficit that will undoubtedly impact contracts.

*Personnel Management*

Second interviews have proven to be very beneficial. We have asked candidates to complete tasks between interviews, such as creating flyers and writing press releases. This has greatly helped the interview team to distinguish between candidates and select finalists based on demonstrated knowledge and skills.

*Policy, Strategy and Program Planning*

The group discussed recent news about the role pharmaceutical distributors have played in the opioid epidemic. It highlights that there are large forces at work, many of which are outside our sphere of influence.

*Board and Community Relations*

The Consortium is gearing up for Paid Family Leave. We have very few staff who can be waivered out. Most qualify for it.

*Upcoming Events*

On Saturday, November 18th, there will be a full day retreat for CMH Board of Trustees. Half the day will be devoted to the opioid epidemic. The agenda is being developed. Claire and Beth will both be speaking.

Other discussion

Claire thanked Linda for hosting the last Board meeting. It was great to learn about Cornell Cooperative Extension and tour the facilities and grounds.

Claire sent out a request to the Board and staff for input on the agency’s mission statement. She has heard from 14 Board members and 13 staff. Claire will send out another request.

**ADJOURNMENT**

The meeting was adjourned at 9:55am.

The next Executive Committee meeting is scheduled for **January 3, 2018, and will be on the first Wednesday of every other month thereafter.**

*Notes respectfully prepared and submitted by Lisa Thomas on October 26, 2017.*

**Columbia County Community Healthcare Consortium, Inc.**

**Executive Committee Meeting**

**October 25, 2017**

**Executive Director’s Report**

**Program Management**

* We continue to await approval for the revised work plan and budget for the Cancer Services Program that reflected reduced funding amounts.
* We have submitted a subcontractor budget to our partners at the Columbia County Office for the Aging for the NYConnects Program for the period of October 1, 2017 through March 31, 2018. Also, CCOFA has submitted a resolution to the CC Board of Supervisors to contract with Consortium for this period.
* We continue to await approval for the contract renewal documents for the 5th and final year of the Navigator Program, started October 1, 2017.

**Personnel Management**

* Ashling Kelly has been hired as the Office Manager and will start work on Monday, October 30th. Ashling fills the last open position at the Consortium.

**Policy, Strategy and Program Planning**

* The For Your Health column in the 10/17 edition of the Register Star spoke to the relationship between the opioid epidemic, labor shortages and the economy.
* I continue to meet once every two weeks with the “Steering Committee” of the Opioid Epidemic Response Committee, which has, among other things, planned four forums to occur from August through October at various locations in Columbia County, as well as nurtured the process of developing a recovery helpline.

**Board and Community Relations**

* On Thursday, September 28th, I attended the PAS It On panel discussion and screening event in Greeneville.
* On Thursday, October 12th, I attended the fourth of the County’s Opioid Forums in Germantown.
* On Tuesday, October 17th, John Ray and I attended the breakfast briefing on Paid Family Leave by Bond, Schoeneck and King in Albany.
* On Tuesday, October 24th I participated in a panel discussion on Financing of Maternal and Child Health Programs in NYS, at a summit in Albany sponsored by the Association of Perinatal Networks

**Upcoming Events**

* On Thursday, October 26th, we will have a site visit (audit) from our Tobacco Contract Manager
* In the evening of Thursday, October 26th, I will attend the presentation by SUNY Albany sharing the results of their study of Chatham Cares 4U.
* On Friday, October 27th, I will participate in a meeting of behavioral health providers meeting at the Addictions Care Center of Albany to explore joining a collaborative.
* On Monday, October 30th, I will be attending the third meeting of Assemblymember Didi Barrett’s Human Services Advisory Council, at the Omega Institute in Rhinebeck. I am now the chair of the “Emerging Issues” committee, which will first focus on the transition to Managed Care.
* On Wednesday, November 1st, I will be attending the Community Advisory Committee meeting to the NYSHealth Foundation in NYC.
* On Thursday, November 2nd, I will be attending the Governor’s Rural Health Council meeting in Albany.
* On Monday, November 6th, I will be attending the Marc Mero speaking engagement organized by Columbia Pathways to Recovery. The Consortium is a sponsor of this event.
* On Thursday, November 16th, we will be marking National Rural Health Day.
* On Friday, November 17th, I will be attending and possibly helping to facilitate the Safe at Home Breakfast meeting with Town Supervisors at the Philmont Nutrition Site.

**Important Reminders**

* The Executive Committee will not meet in the months of November or December. Meetings will be the first Wednesday every other month. The next meeting is therefore **January 3rd** at 9:00 a.m.
* Carol Hausamann, the auditor from Marvin and Company, will provide an overview to the Entire Board regarding the proposed plan of work.