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

**Executive Committee**

**Notes from the meeting of November 18, 2015**

**Attending:** Beth Schuster, Leitha Pierro, Ken Stall, Robin Andrews, Linda Tripp, Claire Parde, Aleshia Boyle

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

**CALL TO ORDER**: Meeting opened at 9:03 a.m. by President Beth Schuster

**Executive Director’s Report**

After Marvin and Company received great reviews during a reference check, the firm was selected to perform the Consortium’s audit for next year. Carol Hausamann from Marvin and Company will attend the Entire Board meeting on December 2nd to review the scope of the audit.

The Corporate Resolution pertaining to the investment account will be presented to the Entire Board at its next meeting. Provided the Board adopts the resolution, the appropriate signatures will also be obtained at that time. Claire will ask Tim Bartholomew for an explanatory note to help members understand the legalese.

Claire reported that the Budget and Finance Committee met on November 17th to discuss implementing a retirement plan for open enrollment in December. After thorough research, Claire recommended a 401k plan because of the flexibility it affords the agency in terms of exclusions. The Budget and Finance Committee, however, was uncomfortable making a plan selection, and requested a joint meeting with the Executive Committee in January with Todd Heller, a Plan Administrator from Heller and Associates, present. Claire will ask Todd Heller to prepare a written proposal that presents the key features of the plan for members to carefully consider.

The agency has decided to switch health insurance carriers, moving from CDPHP to MVP for 2016. MVP was better in both cost and quality of coverage. All other ancillary insurances remained the same.

Aleshia has been working with Brennen Parker from Rose & Kiernan on the business lines of insurance, which renew on February 1st. Rose & Kiernan will put the lines out to bid from carriers other than the current, Philadelphia.

Robin reported that she has reached out to three of the five members that were unable to attend the retreat to discuss the day’s events and takeaways. She will reach out to the remaining members shortly. A list of takeaways will be created to hand out to members on the 2nd.

Leitha reported that the *ad hoc* committee formed to revise the ED Job Description and Evaluation Tool will meet on December 2nd either before or after the Entire Board meeting.

Committee members agreed that the evaluation process for this year should start immediately. Claire will submit a self-evaluation by the end of the week, and Aleshia will disperse the evaluation form for members to complete and submit to Beth at the December 2nd Board meeting.

Claire reported that NYSOFA disapproves of the work plan for the NYConnects Expansion and Enhancement Project that was submitted in June of this year. Claire has a call with NYSOFA scheduled for later in the week to determine the exact nature of their concerns.

**Adjournment was at 10:05 a.m.**

The next Executive Committee meeting is scheduled for **December 16, 2015.**

*Notes respectfully prepared and submitted by Aleshia Boyle on November 24, 2015*