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

**Minutes of the Governance Committee meeting of March 24, 2021**

**Participants**:

Board Members: Linda Tripp (Chair), Jeff Rovitz, Scott Thomas, John Thompson

Staff: Claire Parde

**Discussion Summary**:

**Review of candidates for re-election**

There are seven (7) current board members whose terms will expire in April. These are:

1. Bob Gibson
2. PJ Keeler
3. Jack Mabb
4. Kevin McDonald
5. Jeff Rovitz
6. Scott Thomas
7. Linda Tripp

The Committee was delighted to learn that all have recommitted to board service**.**

**Review of candidates for first-term election**

There are four (4) people who are currently being considered for board service starting in April. These are:

1. Raina Cashdollar, on behalf of Columbia Opportunities
2. Dorothy Urschel, on behalf of Columbia Memorial Health
3. Dan Almasi, on behalf of the Columbia County Department of Human Services
4. Tina Lee, on behalf of Twin County Recovery Services

Each of these candidates has met with Linda, Claire or both, during which the agency, its mission, programs and services, and board structure and function were discussed. After reviewing their application materials, the Committee members unanimously agreed to nominate all four candidates to the Board.

All four candidates, if elected, would serve as Network Member Representatives.

*Next step: Claire will draft a message for Linda to send to each of the potential board members indicating that the Governance Committee has reviewed their application packets, are enthusiastic about nominating them to the Board of Directors, and invite them to participate in the meeting on April 7th.*

**Assignment of Board Mentors**

The Committee discussed the assignment of Board Mentors to the new members. Claire noted that Raina and Dan are new to board service, whereas Dorothy and Tina have had experience with it. She also noted that Dorothy, Dan and Tina will naturally have a lot of interaction with Claire through her own work and board service, but this is not true for Raina. Therefore, she recommended that we should be particularly careful to assign Raina a board mentor that will be actively engaged and supportive. The group generated several possible pairings of new board members and Mentors.

*Next step: Claire will draft messages for Linda to send to each of the potential board mentors to determine if they are interested and able to serve in that capacity.*

**Planning for a new board member orientation meeting**

Claire reported that, as the Chair of the Governance Committee for the New York State Association for Rural Health (NYSARH), she recently organized a New Board Member Orientation Meeting for all incoming Directors. This was received well and it is her recommendation that this approach be repeated for the Consortium’s new members. She recommended the following objectives, format and agenda for the meeting:

Objectives

* Provide an opportunity for new members and their mentors to get to know each other
* Promote the sense of the new members as a “cohort” or “class of ‘21” so that they rely on each other
* Identify key people that are available to new members as resources, such as the Board mentors, Governance Chair, Board President and ED
* Introduce them to online resources, such as the agency’s website and especially the board portal

Format

* 1.5 hours via Zoom
* Participants that include new members and their board mentors; the Board President; any other members of the Board that choose to participate

Agenda

* Introductions (Round Robin)
* Introduction to the Board Portal and Key Board Member Materials
* Corporate By-laws
* Governance Calendar
* Board Member Directory
* Committee Membership List
* Board and Committee Meeting Schedule
* Overview of Board and Committee Structure and Processes
* Overview of the Board Mentor Program
* Breakout Sessions—use breakout rooms for 1-on-1 Mentor/Mentee Chat; use icebreaker activity so each person reports back out on an interesting tidbit about the other)
* Reconvene and Report Out
* Closing Questions and Comments

The Committee was supportive of this plan and recommended that the meeting be scheduled in May, which would allow us to “kickstart” the Mentor-Mentee relationships, as well as orient them prior to the next scheduled board meeting in June.

**Annual Recognition Event**

The group agreed that the Consortium’s Annual Recognition Event, which is an in-person gathering at which the Friend of the Consortium award(s) is/are conferred, may be possible in the fall. Therefore, the group was content to contemplate the recipients of the 2021 awards at a later time, with the hope that we can honor them in person. The group also hopes that the 2020 award recipients can also attend, so we can honor them in person as well.

**Next Meeting: July 28, 2021 at 1:00 p.m.**