

The Healthcare Consortium

Executive Director's Report to the Board August 7, 2024

Fiscal Management

- **NYS Grants and Contracts:**
 - **Tobacco (TOB):** As reported earlier, there are a number of expenses, totaling roughly \$52K, for which we have been unable to voucher due to significant delays on the part of the Bureau of Tobacco Control (NYSDOH) in processing budget modification requests. They finally permitted us to submit a request and it is in the last stages of the approval process. All other expenses through June 30, 2024, when the contract ended, have been vouchered.
 - **Navigator (NAV):** We submitted vouchers through June and have been reimbursed through April. We recently submitted budget and work plan documentation for Year 6, beginning August 1, 2024, which has been approved at the program management level and is now working through the remaining approval process.
 - **Rural Health Network (RHN):** We submitted a claim for payment for the 2nd quarter (April 1 – June 30, 2024) and are awaiting reimbursement. We have been advised that the Request for Applications (RFA) for the next 5-year contract is now expected in September. The current contract, already in its 6th year, will be further extended to account for this delay.
- **Columbia County grants and contracts:** Our vouchers for expenses related to senior transportation have been vouchered through June and reimbursed through April. Expenses related to NYConnects have been reimbursed by the County through the end of the last contract period in March. We have submitted the subcontractor budget to the Columbia County Office for the Aging for the contract period beginning in April 2024 and are awaiting an approved contract with the County so we may be reimbursed for expenses already incurred, and those going forward.
- **External Audit of Financial Statements:** Bonadio has finally issued the audited financial statements, which have been posted to our own board portal and will be shared with the various funders who require them. Bonadio is currently preparing our federal tax filing, IRS Form 990, which will be shared with the Board once received. Note that we intend to issue a Request for Bids for a new auditing firm this fall.
- **Theft and alteration of check:** A check in the amount of \$9,405 that was sent to Sydney Keiler, our Director of Development and Communications, was stolen, altered, and cashed in the amount of \$30,000. We have consulted with the Bank of Greene County and expect the matter will be quickly and satisfactorily resolved.

Personnel Management

- **Recent separations, hires, and vacancies**

- o Jennifer Reilly-Bluma, the last remaining staff member associated with the Tobacco-Free Action Program, separated from the agency on June 28th. Happily, Jen was able to secure the same position of **Community Engagement Coordinator for Columbia and Greene Counties** with the new contractor, so we can expect and welcome an ongoing relationship with her.
- o Our longtime and much-loved Navigator, Elaine Allen, recently submitted her resignation after an extended (6+ months) period on medical leave, indicating that it is unclear when, or even if, she will be able to return to work. We have been advertising continuously to fill a full-time **Navigator** position for many months and have interviewed a couple of candidates, with the hope that we will be able to hire someone shortly. We have a great sense of urgency around this because an existing Navigator, Emi Davenport, is expected to be out on maternity leave from November through at least March, overlapping perfectly with open enrollment, our busiest time.
- o It was previously reported that John, Lisa and I interviewed a very promising candidate for the position of **Director of Finance**, to whom we ultimately offered the position. Unfortunately, this candidate declined. We have subsequently interviewed two additional people, one of which is still under consideration.

Fundraising and Development Report

- The CARTS 25th Anniversary Celebration and Fundraiser on Thursday, August 1st was well-attended and well-supported. While these numbers are preliminary, we expect to net \$10,000 for the program.
- Sydney and I continue to work with Night School, a bar and restaurant in Athens (Greene County), to co-host a “Local Charity Night” that will benefit the Consortium in early October
- We submitted the application for ongoing CARTS program support from the Mother Cabrini Health Foundation by June 27th and are hopeful that we will hear we’ve been funded soon.
- I have requested another opportunity to get in front of the Board for the Home for the Aged, with the hope that we can secure ongoing support for CARTS in 2025.

Board and Community Relations

- Facilitated two New Board Member Orientation Meetings on 6/10 and 6/11
- Led, as Chair, the first Rural Health Council meeting in Albany on 6/18
- Participated in multiple meetings to plan the CSB Luncheon, scheduled for September
- Attended the Interagency Connections Day at CGCC on 6/25
- Welcomed a speaker from OMH at the Southern Hub Behavioral Health Working Group meeting on 7/18
- Attended the Public Health and Health Planning Council (PHHPC) subcommittee meeting on the Prevention Agenda in Albany on 7/24
- Participated in the quarterly Rural Health Network Directors Meeting on 7/24
- Met with Natashea Winters of FCH for the final report on FCH’s general operating support grant on 7/26

Upcoming Board and Committee Meeting Dates

9/4	Executive Committee	9:00 am
9/4	Corporate Compliance Committee	10:00 am
9/24	Budget and Finance Committee	3:00 pm
10/2	Board of Directors (IN PERSON)	2:30 pm