

**Special Board of Directors Meeting Approved Minutes**  
**Friday, November 3, 2017**  
**5:15 PM BIRHC Community Room**

**Present** – Denny Cook, Bill Johnson (via speakerphone), Larry Kubic, Dianne McDonough, Don Spencer, Connie Wojan, Jim Wojan

**Staff** – Donna Kubic, Managing Director; John Martin, DO; Ann Partridge, Service Coordinator/Administrative Asst.

**I. Call to Order & Welcome**

President Connie Wojan called the meeting to order at 5:15 PM.

**II. Revisions to the Agenda**

None

**III. Update on Munson Meeting at the BIRHC 10/20/17**

Dr. Martin indicated the meeting was productive and informal, with parties in agreement to maintain the current 'status quo' of the relationship. Bill McDonough suggested a visit to review the Mackinac Island model regarding their EMS integration and Munson. Diane McDonough referenced a potential TeleMed agreement in one year, subsequent to the CAH receipt of a \$100,000 TeleMed grant. Continuing discussion of benefits vs. investment re: 'Critical Access' vs. 'Health Clinic' designation.

**IV. Staffing Changes**

- a. Donna Kubic confirmed Carolyn Space's resignation and immediate departure.
- b. Dr. John Martin volunteered to provide Relief Care services, addressing his qualifications, availability/scheduling options and potential compensation. **Motion to hire Dr. John Martin, salary and schedule to-be-determined and visited at the December 15 Regular Board Meeting (J. Wojan/D. Cook)—amended to adopt a trial-period of one year—unanimously approved.**

Additional discussion regarding alternative staffing options.

**V. Head Hunter Authorization**

**Motion to authorize Donna Kubic to negotiate and hire a Head Hunter to address practitioner staffing (Spencer/Cook) unanimously approved.**

**VI. Generator Fence**

20' x 20' site prepped and fence design selected. **Motion to authorize up to \$2,500 for final fabrication and installation of fence to be completed this year (Johnson/J. Wojan) unanimously approved.**

**VII. Mandated Emergency Preparedness**

**Motion to authorize Donna Kubic to:**

- a. contact Munson regarding assistance in development of the plan and, if they are unable to assist,
- b. spend \$2,600 for HSA to develop (Spencer/Cook) unanimously approved.

**VIII. Old Business**

A. Denny Cook shared a copy of BIRHC December 2013 meeting minutes. Those minutes stated that the Board agreed to change its bylaws concerning the number of Board members from a maximum of 9 to a maximum of 7 at its next meeting.

Denny has reviewed minutes and determined that the board never followed through. It was agreed to put this proposed bylaw change on the agenda of the December 2017 meeting."

B. Board President term.

**Motion to retain Connie Wojan in role of Board President for one additional year beyond her current term, as provided for in the By-Laws (Cook/Spencer) unanimously approved, C. Wojan abstaining.**

C. Dental Update

Donna Kubic provided update on continuing outreach for practitioners, and research of funding, grants and equipment costs.

**IX. Public Comment**

None

**X. Motion to adjourn**

**Motion to adjourn at 6:15 PM (J. Wojan/Spencer) unanimously approved.**

**Respectfully submitted,**

**Ann Partridge,  
Administrative Assistant**