

Beaver Island Rural Health Center (BIRHC)

Board of Directors

July 18, 2020

10:00AM via Zoom Video/Audio Conferencing Call

CALL TO ORDER: The teleconference meeting was called to order by Don Spencer at 10:01 AM (EDT) on Saturday, July 18, 2020.

ROLL CALL: The following members of the BIRHC Board of Directors, Staff and Others participated remotely via a Zoom Video/Audio Conferencing Call:

Board Directors Participating: Don Spencer (President), Frank D'Andraia (Secretary), Bill Johnson (Treasurer), Diane McDonough, Cody Randall, and Jim Wojan

Board Directors Unavailable: Paul Welke (Vice President).

Health Center Personnel Participating: Tammy Radionoff, BIRHC Managing Director and Dr. John Martin, BIRHC Quality Assurance Coordinator

Others Participating: None

REVISION TO THE AGENDA: The President asked if there were any revisions to the agenda. There were no additions to the agenda.

APPROVAL OF THE MINUTES: Motion to approve the Minutes of May 30, 2020 made by D'Andraia and seconded by Wojan. Unanimously Carried.

PRESIDENT:

Announcements: (1) Spencer directed the Board's attention to a previously distributed copy of the Northern Michigan Rural Health System Memorandum of Understanding. The President indicated the memorandum was in need of streamlining and had asked the Executive Board and the Managing Director to make recommendations, which he would share with the Board under New Business; (2) The President indicated he would lead a discussion on the value of exit interviews under New Business; (3) The President tasked McDonough and Welke, the township representatives to the Board, to notify their respective Trustees that the BIRHC Board had developed and adopted a Succession Plan; (4) Spencer reported work continues on the development of the Center's budget in preparation for submission to the

townships in August; (5) Spencer noted work continues on the BI Broadband Consortium initiative.

COMMITTEE REPORTS

Treasurer's Financial Report: The Treasurer provided a preliminary overview of his June financial summary and noted the Center's 20/21 budget proposal was due to the townships at the end of August.

Community Integrated Paramedicine or CIP: The Treasurer discussed his recommendations on how to address labor costs vis a vis the need to provide 24/7 medical coverage for the Island's two communities. Johnson recommended a number of changes chief among which was to have a closer working relationship between the Center and EMS personnel. He recommended the Board embrace an innovative and evolving model of community-based healthcare designed to provide more effective and efficient services and yet stay within budget. The concept, called Community Integrated Paramedicine or CIP. Under CIP EMS paramedics would function outside their traditional emergency response and transport roles to help facilitate more appropriate use of emergency care resources while enhancing access to primary care after normal Health Center office hours. The Treasurer noted CIP is not meant to supersede or replace any healthcare programs and services that are already available in the community. Dr. Martin noted CIP supplements and enhances medical care and programs, allows the Island to leverage the use of Island medical professionals, keeps medical personnel costs within budget, and ensures the community continues to have 24/7 medical care. The Treasurer asked for a motion supporting the concept of CIP. Motion made by Spencer and seconded by McDonough. Unanimously passed. To facilitate the new working relationship between the BIRHC and EMS Dr. Martin recommended EMS have a satellite office in the Health Center. A motion was made by Spencer and seconded by Johnson to allow EMS to have a satellite office at the Health Center. Unanimously carried. Randall and Radionoff were tasked to work on implementing CIP and the Board supported the recommendation by Randall that selected EMS personnel receive additional training (special studies program) to ensure CIP standards are met or exceeded.

Cash Management Changes: The Treasurer moved to implement a key cash management changeL: (a) A motion authorizing deposits of up to \$250,000 in one or more of the following federally insured credit unions and banks located outside the region:

- Penn Air Federal Credit Union (Pensacola, FL) or
- Signature Federal Credit Union (Alexandria, VA) or
- USA Alliance Credit Union (Rye, NY) or
- TIAA Bank (Jacksonville, FL) or
- Level One Bank (Detroit, MI)

The motion was so moved by Wojan and seconded by Spencer. Unanimously carried; (b) Johnson requested a motion to allow the BIRHC Treasurer, Secretary or Managing Director to have the authority to make transfers of up to \$250,000 in CCCF funds into one or more of the aforementioned federally insured credit unions and banks. The motion was so moved by Wojan and seconded by Spencer. Unanimously carried.

Building Maintenance Report: Wojan recommended that bids for pressure washing and restaining of the Health Center's exterior wood shingles be taken in January, a contractor be selected in March and that the actual work take place in June/July of 2021. The motion was so moved by Spencer and second by Johnson. Unanimously carried. Wojan indicated resurfacing of the floor in exam room #4 may proceed, since the funds had been previously set aside to cover costs.

Secretary's Report: D'Andraia indicated he seeks authorization to purchase and install a plaque to recognize 125+ annual donors who qualify for membership in the 1953 Society. It was the sense of the Board the Secretary may proceed with the advice and consent of the Executive Committee. The Secretary indicated June donations were modest. Lastly, D'Andraia noted the Spring/Summer Edition of the BIRHC newsletter was ready for formatting.

Managing Director's Report: Radionoff provided the Board with a brief up-date on Center operations. In addition she reported new computers and phones were purchased and installed. The installation did not go smoothly. She is working with vendors to resolve the problems.

OLD BUSINESS: There was no Old Business

NEW BUSINESS

Northern Michigan Rural Health System: The Board President shared the feedback he had received from members of the Executive Board regarding streamlining of the Northern Michigan Rural Health System (McLaren) Memorandum of Understanding. It was a sense of the Board that Spencer may proceed with additional editing and return the revised memorandum to McLaren.

Exit Interviews: Spencer led a discussion on exit interviews. McDonough indicated she and Dr. Martin are in the process of conferring with two individuals who have or will soon end their Center employment. Spencer encouraged them to proceed with the interviews and to report back to him on their findings.

PUBLIC COMMENT: There was no public comment.

NEXT MEETING: The BIRHC meets next on Saturday, September 12, 2020 at 10:00 a.m.

ADJOURNMENT: Spencer adjourned the meeting at 12:01 p.m.

Respectfully Submitted,

Frank D'Andraia
Secretary