

WCMSCHF Board Meeting Minutes

Meeting Title	WCMSCHF Board Meeting	Date	Wednesday, 5/23/2018
Facilitator(s)	West Lawson, MD, Chair & Tara Kinard	Time	6:00pm-8:00pm
Location	4207 Lake Boone Trail Suite 100, Raleigh NC	Recorder	Patty Myrick/Atha Gurganus
Board Present	In-person: West Lawson, Chair; John Perry, Vice Chair; Marilyn Pearson, Secretary; Alicia Barfield; Peter Morris, April Culver, Kate Hobbs Knutson, Kimberly McDonald, Peter Morris, Robert Munt, Penny Washington		
Staff Present	Kim Battle, Michelle Bucknor, Tara Kinard, Atha Gurganus, Patty Myrick, and Pam Carpenter		
Others Present	N/A		

Key Points Discussed and Action Items

Topic	Key Discussion Points	Follow-up Action Item(s)	Action Item Owner(s)	Target Date
Welcome and Opening	West Lawson opened and confirmed a quorum is met Reminder: all Board meeting documents are located on the website, login info: CLICK HERE: www.wcmschf.org CLICK ON TAB: Restricted LOGIN: CHFBoard PASSWORD: bV34L8tWIE			
Board Spotlight- Capital Care Collaborative and Project Access of Wake County Presentation	<ul style="list-style-type: none"> • Presentation by Pam Carpenter- see slides • Consider ways to recognize the Project Access of Wake County 20th anniversary- provide data on how many lives served, develop patient stories • Discussion on doing “thank yous” to our supporters such as hospitals and providers; Possibly send thank you notes • Sub-committee formed- Penny Washington and Peter Morris 			
Minutes Approval	Approval of Minutes from 4/25/2018 <ul style="list-style-type: none"> • Request for Motion to • Approve: April Culver • Motion Seconded By: Marilyn Pearson Minutes unanimously approved as presented			
Policy Committee	<ul style="list-style-type: none"> • All WCMSCHF policies approved with the exception of the Investment Policy (see Board Policy Summary handout). • Investment Policy- suggestion to make this broader beyond LLC • CCNC Policies shared with Board 	Investment Policy – explore wording with auditors to broaden the policy beyond LLC	Kim Battle Tara Kinard	July Board meeting
WCMSCHF Staff and Board Meet and Greet Follow up	<ul style="list-style-type: none"> • Everyone who attended shared that this was a great experience and would like to continue this activity each year 	PowerPoint summary of meet & greet not available during Board meeting – will e-mail to Board	Tara Kinard	6/4/2018

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Alliance - Update	<ul style="list-style-type: none"> • 9 out of 13 networks have signed LOI • Alliance Council will be the decision making body • Geography- work in progress to determine regions – discussions will occur starting in July after the Agreement is signed. Largest gap at this time looks to be in the East • Revenue- each network and the central office are doing exercises to determine what their fixed costs are • Question – if a Network didn't sign LOI, can the Network join the Alliance? Answer – Tara reported that a process is being discussed about this; it could be that networks may be able to join with approval of the Alliance Council. • It is possible that the Alliance agreement may be done by end of June but if not, we may not have a June Board meeting • September Board meeting- may not meet 			
New Business	<ul style="list-style-type: none"> • Tara and West proposed to the Board that Patty Myrick should be added as a second signatory during Tara's maternity leave and that it is good practice to have a backup in general • Penny proposed that there be specific requirements for Patty to be a secondary signatory such as only signing checks less than \$25k with the exception of insurance payments. If over \$25k, then Bob or West would sign • The Board asked that further review occur on adding a second signatory • Tara informed the Board that a new Executive Assistant will be attending the next Board meeting 	Develop a more specific proposal for second signatory	Tara Kinard	6/27/2018
June Board Meeting	Meeting is tentative for Wednesday, 6/25/2018 6:00-8:00pm WCMSCHF Conference Room 4207 Lake Boone Trail – Suite 100 Raleigh, NC 27607			