



Codman Square
Health Center

Codman Square Health Center

Board of Directors

March 22, 2021

Meeting Minutes

6:00 p.m.

Virtual Zoom Meeting

Present:

Board Members – Desiree Otenti, Ardis Vaughan, Garvin Warden, Kathy Bowes, Thabiti Brown, Emmett Schmarsow, Marva Serotkin, Ego Ezedi, Christine Ament, Tasha Kitty, Steve Weymouth, and Robert MacEachern

Staff and Visitors – Tony Stankiewicz, Yi Jung, Byron Byfield, Sandra Cotterell, Lisa Hamblin, Tarsha Weaver, Renee Crichlow, Ivette Arias, and AAFCPA representatives Sorie Kaba and Pauline Legor (during Executive Session)

Excused: – Julia Charley, Ike Colbert, Charlie O’Hara, and Sandy Warren

Agenda Item	Discussion	Action
Commencement	6:00 p.m.	
President’s Welcome	Ardis Vaughan welcomed everyone to the March 2021 Board meeting. Board socialized. Discussion ensued.	
Executive Session - FY20 Audit - AAFCPAs	Sorie Kaba and Pauline Legor from AAFCPAs presented to the Board in Executive Session. This was a follow-up to last month’s FY20 audit presentation. Due to timing the Board was not able to	

<p>Meeting Minutes February 22, 2021</p>	<p>enter into executive session with the auditors at the February 2021 meeting.</p> <p>Motion to approve the meeting minutes of February 22, 2021.</p>	<p>Motion by Garvin Warden, seconded by Desiree Otenti, to approve the February 22, 2021 meeting minutes as presented. Approved. M/S/V. Robert MacEachern abstained.</p>
<p>Executive Committee Meeting Minutes March 5, 2021</p>	<p>Motion to approve the Executive Committee meeting minutes of March 5, 2021.</p>	<p>Motion by Desiree Otenti, seconded by Steve Weymouth, to approve the March 5, 2021 Executive Committee meeting minutes as presented. Unanimously approved. M/S/V.</p>
<p>Nominating Committee Meeting Minutes March 16, 2021</p>	<p>Motion to approve the Nominating Committee meeting minutes of March 16, 2021.</p>	<p>Motion by Steve Weymouth, seconded by Marva Serotkin, to approve the March 16, 2021 Nominating Committee meeting minutes as presented. Unanimously approved. M/S/V.</p>
<p>COVID-19 Update</p>	<p>Renee Crichlow presented the monthly COVID-19 update, including a discussion of community vaccination goals, the dashboard, vaccination of our community (MA distribution plan), and vaccination of Codman patients, including the number of patients</p>	

<p>Special Presentation: Pathway to Planning Process</p>	<p>vaccinated. Tarsha Weaver presented on vaccine supplies, outreach and testing, including a discussion of supply amounts, outreach to patients and community, and the testing initiative. Ivette Arias presented on staff vaccinations, including a discussion of vaccination of our workforce.</p> <p>Board discussion ensued, including the types of vaccinations received, if adequate supply was arriving, and whether a community vaccination effort was being undertaken.</p> <p>Sandra Cotterell presented her Pathway to Planning Process, including a discussion of the mission and history of Codman, our values, organizational chart, facts (population, insurance and staff), services, and community programs.</p> <p>She proceeded to discuss our strategic planning process, including a discussion of the strategic plan – the process, community health needs assessment, organizational goals, planning and</p>	
---	--	--

<p>Special Presentation: NACHC Board Training Discussion</p>	<p>preparing, annual goal expectations, FY20 goals, our dashboard, and roles and responsibilities to strategic planning and thinking.</p> <p>Sandra Cotterell proceeded to present her HRSA site visit primer, including a discussion of preparation, document management, governance, Board requirements and elements, and the upcoming HRSA OSV scheduled for May 4-6, 2021.</p> <p>Board discussion ensued on strategic planning efforts, consulting efforts for such plan, including social determinants as a focus, as well as an indication of Board availability for the upcoming site visit (Desiree, Marva, Christine, Steve, and Ardis to date).</p> <p>Ardis Vaughan, Desiree Otenti, Christine Ament, and Tasha Kitty recently participated in the NACHC policy and issues forum. They discussed the sessions they participated in, including information on social determinants, virtual hill visit process, upcoming funding, 340b discussion,</p>	
---	--	--

<p>CEO Report</p>	<p>telehealth and affordable drugs advocacy, workforce development funding, infrastructure (capital) funding, excellent compliance primers, restoring joy in service, financial primers, the need for continued support of resources, putting service back in service, and excellent resource materials. Sandra Cotterell discussed additional governance matters. Tony Stankiewicz discussed participating in Hill visits (Senators Warren, Markey, Rep. Pressley and Neal).</p> <p>Sandra Cotterell presented her CEO Report, including a discussion of how well the Staff was performing during the pandemic, and the upcoming filing for HRSA funding for a school-based health center at Randolph High School.</p> <p>Board discussion ensued on the Randolph filing, including the sustainability plan.</p> <p>Motion to approve the filing of the HRSA grant application for a school-based health</p>	<p>Documents to be mailed to the Board.</p> <p>Motion by Marva Serotkin, seconded by Robert MacEachern to submit the HRSA school-based health</p>
--------------------------	---	---

	<p>center at Randolph High School.</p> <p>Motion to approve the launch of a strategic planning process, including necessary consultants.</p>	<p>center grant application as presented. Unanimously approved. M/S/V.</p> <p>Motion by Marva Serotkin, seconded by Emmett Schmarsow, to approve the launch of a strategic planning process as presented. Unanimously approved. M/S/V.</p>
<p>Executive Dashboard – FY21 – February 2021</p>	<p>Tarsha Weaver presented the Executive Dashboard for February, including revenue, public health and quality measures, visit volume, human resources and patient access.</p>	<p>The Board requested a break-out of actual visits v. testing.</p>
<p>CFO Report</p>	<p>Yi Jung presented her CFO report, including a discussion of FY21 YTD January v. Budget, and Forecast v. Budget.</p>	
<p>CAO/COS Report – UDS 2020</p>	<p>Tony Stankiewicz presented his CAO/COS report including a discussion of UDS 2020 (HRSA reporting requirements, what is a UDS report, patient capacity, patient demographics, service area, visits, 2019-2020 comparison, clinical highlights – process and outcome, disease</p>	

