



**Codman Square Health Center**

**Board of Directors**

**April 24, 2023**

**Meeting Minutes**

**6:00 p.m.**

**Via Zoom**

***Present:***

***Board Members*** – Robert MacEachern, Steve Weymouth, Marva Serotkin, Thabiti Brown, Christine Ament, Julia Charley, Ego Ezedi, Tasha Kitty, Elizabeth Pimentel, Ardis Vaughan, and Garvin Warden

***Staff and Visitors*** – Tony Stankiewicz, Sandra Cotterell, Renee Crichlow, Pierre Lubin, Lisa Hamblin, Yi Jung, Byron Byfield, Craig Pogue, and Ian Huntington

***Excused:*** - Desiree Otenti, Kathy Bowes, Ike Colbert, Charles O'Hara, and Teresa Maynard

Agenda Item	Discussion	Action
<b>Commencement</b>	6:00 p.m.	
<b>President's Welcome / Social Time</b>	Robert MacEachern welcomed everyone to the April 2023 Board meeting. He discussed the history of Codman, including the 450 Washington St. location (silver manufacturer in 1700's, to car dealership in 1930's, to Health and Wellness Center today).	
<b>Minutes March 27, 2023</b>	Motion to approve the minutes of March 27, 2023.	Motion by Marva Serotkin, seconded by Steve Weymouth to approve the minutes of March 27, 2023 as previously provided and presented.

<p><b>Nominating Committee minutes April 13, 2023</b></p>	<p>Motion to approve the Nominating Committee minutes of April 13, 2023.</p>	<p>Unanimously approved. M/S/V.</p> <p>Motion by Ardis Vaughan, seconded by Steve Weymouth, to approve the Nominating Committee meeting minutes of April 13, 2023 as previously provided and presented. Unanimously approved. M/S/V.</p>
<p><b>Special Presentation – BACO Phase II (MassHealth ACO):</b></p>	<p>Ian Huntington, Medical Director, presented a slide presentation on BACO Phase II, including a discussion of an ACO (How we got here), ACO (Where we are going), MassHealth capitation, Tier 3, capitated primary care, capitated payments, access – visit volume-quality, health equity, BACO quality metrics 2023, quality and redetermination.</p> <p>Board discussion ensued on rebranding BACO, the percentage of Medicaid patient participants, the financial lessons from phase I, the risk of spending on specialists, and potential effect of redetermination losses on the Health Center.</p>	<p>Have BACO present on financial piece later this year.</p>
<p><b>Special Presentation – Strategic Framework FY23 Fiscal Initiatives and Priorities</b></p>	<p>Sandra Cotterell, CEO, presented a slide presentation on the strategic framework, FY23 fiscal initiatives and priorities,</p>	

<p><b>CEO Report</b></p>	<p>including a discussion of a corrective action plan, revenue opportunities, and FY23 – 18 month strategic response framework (goals and priorities).</p> <p>Dr. Crichlow, CMO, and Craig Pogue, interim-COO, presented a slide presentation on resetting and reinvigorating, including a discussion of access, quality, visit volume, leading indicators for weekly dashboards (clinical and process / process and operational), dental track, eyecare rejuvenation and rebuilding, organization-wide performance goal, open encounters, and scheduling management.</p> <p>Yi Jung, CFO, presented a slide presentation on fiscal impact, including a discussion of FYTD December 2022 v. FY 2023 budget, and fiscal improvement forecast.</p> <p>Board discussion ensued on the presentation, including what was being done differently in Dental and Eye Care departments to positively affect outcomes.</p> <p>Sandra Cotterell, CEO, presented her report</p>	
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<p><b>CMO Report</b></p>	<p>including a discussion of BACO, Boston HealthNet, budget performance, equity impact virtual event, IT update, and strategic planning efforts.</p> <p>Dr. Renee Crichlow, CMO, presented her report including a discussion of quality metrics dashboards, March FY24 comparison to end of last quarter, and continued quality improvement.</p> <p>She continued with a discussion of adding Sports Medicine to our scope of services.</p> <p>Motion to add Sports Medicine to our scope of services as previously provided and presented.</p>	<p>Motion by Steve Weymouth, seconded by Ardis Vaughan, to add Sports Medicine to our scope of services as previously provided and presented. Unanimously approved. M/S/V.</p>
<p><b>CFO Report</b></p>	<p>Yi Jung, CFO, presented her report, including a discussion of FY23 YTD February v. FY23 YTD Budget, operating revenues, operating expenses, and financial ratios (FY23 YTD February).</p> <p>She continued with a discussion of approval of the annual Chagemaster, effective May 1, 2023.</p>	

	<p>Motion to approve the Chargemaster as previously provided and presented, effective May 1, 2023.</p> <p>She continued with a discussion of the proposed 2023 dental sliding fee discount table and nominal fees, effective May 1, 2023.</p> <p>Motion to approve the proposed 2023 dental sliding fee discount table and nominal fees, effective May 1, 2023, as previously provided and presented.</p> <p><i>Note – the proposed FY23 capital budget, included in the Board materials, was not discussed nor voted on, on recommendation of the Finance Committee, who had previously discussed this matter in light of the recent EOHHS capital grant opportunity that was being discussed and processed. Such discussion and vote to take place at a subsequent meeting.</i></p>	<p>Motion by Steve Weymouth, seconded by Ardis Vaughan, to approve the annual Chargemaster, effective May 1, 2023, as previously provided and presented. Unanimously approved. M/S/V.</p> <p>Motion by Steve Weymouth, seconded by Ardis Vaughan (who noted that the Finance Committee had also approved and recommended Board approval), to approve the proposed 2023 dental sliding fee discount table and nominal fees, effective May 1, 2023, as previously provided and presented. Unanimously approved. M/S/V.</p>
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<p><b>Interim-COO Report</b></p>	<p>Craig Pogue, interim-COO, presented his report, including a discussion of the Operations Dashboard FY23 March, visit volume, no show rate, open encounters, patient access, and quality measures.</p>	
<p><b>CPO Report</b></p>	<p>Sandra Cotterell, CEO, in the absence of Tarsha Weaver, CPO, presented the CPO report, including a discussion of governance, engagement activities, vision initiative, behavioral health initiatives, and moving forward with the design of the facility.</p>	
<p><b>CIO Report</b></p>	<p>Byron Byfield, CIO, presented his report, including a discussion of new projects, current initiatives (focus), and completed projects.</p>	
<p><b>CHRO Report</b></p>	<p>Pierre Lubin, CHRO, presented his report, including a discussion of hires, terminations, turnover, and updates (e.g. open positions and leadership development training).</p>	
<p><b>CAO/COS Report</b></p>	<p>Tony Stankiewicz, CAO/COS, presented his report, including a discussion of development overview (April), Health Equity Compact Network Night, outreach to Eye Care patients, the</p>	

	<p>redesign of Codman2 website, work with BMC on Community Connect transition, recent social media efforts, MassHealth redetermination campaign, the upcoming Haitian Health Conference, national Nutrition Month newsletter, redesign of notices throughout the clinic, sponsorship advertising, HRSA Black Maternal Health national photo finalist, collateral efforts, support for Randolph vaccine clinics, support for TechBoston behavioral health services, and upcoming projects.</p> <p>None.</p> <p>None.</p>	
<b>New Business</b>	None.	
<b>Executive Session</b>	None.	

**Adjournment**

7:31 p.m.




These minutes respectfully submitted by:

Thabiti A. Brown, Clerk

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