

EXECUTIVE COMMITTEE

July 14, 2021

MINUTES

PRESENT

Gloria Leiva, Chair
Elizabeth Beltran
Larry DeBoer
Mark Higgins
Louis Mitchell
Dina Richman

STAFF

Gwen Jordan
Melinda Sullivan

CALL TO ORDER

Ms. Leiva called the meeting to order at 12:00 p.m. The meeting was held via Zoom.

APPROVAL OF MINUTES

Ms. Richman moved to approve the minutes of June 9, 2021, Mr. Mitchell seconded the motion, and it was approved by consensus.

STATE BUDGET UPDATE

Ms. Sullivan advised the Committee that a budget has been passed and that the Center is waiting for Trailer Bill Language to follow. Once received, a review will be done and Ms. Sullivan will give a report to the Board. Based on the timing of receiving the first allocation, the Center may have to utilize its Line of Credit.

CONTRACTS OVER \$250, 000.

Ms. Sullivan and Ms. Jordan reviewed with the Board the following contracts in accordance with the Board approved policy for approval of contracts:

To enhance clinical support, the Center contracts with physicians and other professionals. The Center funds for this client support through Purchase of Services funding.

Provider/Organization: Dr. Gloria Howard

Year: 2021

Amount of contract: \$291,200. (Increased hourly rate of \$175 from the current \$125 effective July 1, 2021)

Dr. Howard provides the following services:

- Consultation to service coordination and clinical staff, working closely with nurse consultants and the clinical director.
- Participates in mortality meetings both initial and final.
- Works with the nurse consultants to follow clients admitted to hospitals, documenting encounters in the client record.
- Performs physical evaluations with accompanying written report for applicants for whom there is no physician of record.
- Reviews copious amounts of medical records for clients with complex health conditions in order to render an opinion of a client's health status and make recommendations for follow up care.

Provider/Organization: Dr. Wendy Leskiw

Year: 2021

Amount of contract: \$281,400. (Increased hourly rate of \$175 from the current \$125 effective July 1, 2021)

Dr. Leskiw provides the following services:

- Consultation to service coordination and clinical staff, working closely with nurse consultants and the clinical director.
- Participates in mortality meetings both initial and final.
- Works with the nurse consultants to follow clients admitted to hospitals, documenting encounters in the client record.
- Performs physical evaluations with accompanying written report for applicants for whom there is no physician of record.
- Reviews copious amounts of medical records for clients with complex health conditions in order to render an opinion of a client's health status and make recommendations for follow up care.
- Conducts immigration evaluations and completes the Homeland Security forms for clients seeking citizenship.

Mr. DeBoer moved to approve the contracts with Dr. Howard and Dr. Leskiw as presented, Ms. Richman seconded the motion, and it passed unanimously.

NINTH RENSTATEMENT OF BYLAWS

Ms. Sullivan advised the Committee that in their packet they could find a draft copy of the Ninth Restatement of the Bylaws prepared by the Center's legal counsel, Enright and Ocheltree. The Committee discussed and reviewed the recommended changes.

After discussion, the Committee was in agreement with the proposed changes and recommended one additional change. That under Article VIII, 8.1; that language should specify that the Treasurer is the chairperson of the Administrative Affairs committee.

Mr. DeBoer moved to recommend that the Board approved the drafted Ninth Restatement of the Bylaws as presented, Ms. Beltran seconded the motion, and it passed unanimously.

RETURNING TO IN-PERSON COMMITTEE MEETINGS

The Committee engaged in a dialogue on returning to in-person meetings or continuing committee meetings via Zoom. The Committee sees continuing with Zoom meetings until the end of the year (2021) and working towards a hybrid approach for Committee and Board meetings thereafter.

ADJOURNMENT FOR EXECUTIVE SESSION

Mr. DeBoer moved to suspend the General Session meeting at 1:00 p.m. for Executive Session to conduct business on Approval of Minutes and Litigation, Ms. Richman seconded the motion, and it passed unanimously.

RECONVENE FOR GENERAL SESSION

The Committee conducted business in Executive Session on Approval of Minutes and Litigation.

ADJOURNMENT

The meeting was adjourned at 1:05 p.m.

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