

# Board of Directors Meeting Minutes

Blackwoods Conference Center, Proctor

April 22, 2010 12:00- 3:00 p.m.

## Attendance:

Scott Anderson	Dennis Dassenko
Clark Averill	Mike Holmes
Dale Borchardt	Shawna Jokinen
Julie Burns	Kathleen LaTour
Therese Campbell	Nancy Lee
Cindy Chambers	Denise Mykkanen
Lyndsay Daniel	Cheryl Stephens

Absent: Chuck Bainter, Mark Eckman, Bette Hoffer, Char Maki, Melinda Machones

## I. Welcome with Luncheon

Welcome and introduction of Catherine Sampson, Arrowhead Area Agency on Aging

## II. Current Business:

### A. CHIC

1. Approval of January 21, 2010 Minutes; Motion by Julie Burns, seconded by Kathy LaTour

- B. USAC – Lyndsay reported that progress was being made in collecting documentation for the coming USAC deadline. Lyndsay will be going on maternity leave in late May and is pursuing the accounts to be completed by her leave. The report attached

- C. MIIC Report – Bette was at a MIIC conference in Atlanta. Cheryl reported on the status of MIIC - the report attached

### D. EMERGENCY PREPAREDNESS

1. H1N1 debriefing meeting drew 105 participants from 9 counties (103 plus 3 MDH staff members – A report was sent to participants noting what went well with the distribution of vaccine and materials in our region and what needs to be addressed in future planning
2. A Long Term Care/Clinic Coordinator was hired to work with the NE Region Emergency Preparedness Group – Kayla Keigley who comes highly recommended and qualified
3. PHER IV (Public Health Emergency Response) made funds available; Our group requested funds and were awarded \$83,643 to address the vulnerable populations of our counties

4. 2<sup>nd</sup> Annual Partnering in Response Conference is scheduled for May 4, 2010 at Timberlake Lodge in Grand Rapids

#### E. RHIO/HIE-Bridge™

1. Implementation Status: - Currently 3.3 million records are available on HIE-Bridge™ Melinda and Cheryl continue to work this list – see attached for update summary
2. SSA grant was awarded to CHIC – MedNetWorld is contracted to develop the technology. The Board would like more specific information regarding the contract agreement related to this grant of \$977,000. Could we bid it out? What is our relationship with MedNetWorld? Several questions came up in order to distribute the funds fairly.
3. HIE-Bridge™- The business plan is still being designed – Cheryl and Melinda
4. Beacon Community Grant – No information yet
5. Prospect Grant not funded –
6. Public Health Project – Striving to extract good data with better results; Possible partners Robert Wood Johnson (vulnerable populations) Stratis Health (Palliative care)

#### F. FINANCIALS

1. Unaudited Financial Statements – The CHIC audit took place the week of April 12; As a result a glaring discrepancy came to the surface. Cheryl delineated the budgetary items clearly with accompanying explanations: the shortfall per McGladrey audit was \$118,444.28. Cheryl has been in touch with McGladrey and informed them of the discrepancies. They appreciated the additional information which included specific expenses not recovered from grant sources.
    - ◆ In addition, reversing entries totaling \$78,000 were incorrectly reflected in our end of year statement; these had been included in our auditor's reports previously, but not this year and we missed them.
    - ◆ MDH blocked any funding to CHIC that is to be awarded to HIEs in MN under Section 3013 of the HITECH Act in the amount of 6 million dollars; CHIC contested to any sharing of the funds; Letters to MN legislators and meetings did not prevail. Rep. Thomas Huntley, Sen. Yvonne Pretzner Solon, and Sen. Dave Tomassoni all advocated for CHIC; We were informed that HIE-Bridge™, designed with a patient-centered focus will not be included in the funding of Minnesota's state-wide strategy.
    - ◆ The Board discussed the report with many suggestions and recommendations. In summary the Board concluded we will be able to turn this around with a budget update, securing additional funding in the 2010 budget.
- G. It was decided to set-up a Finance Sub-committee of the Board to assist with the recommendations of the Board; The sub-committee volunteers are Clark Averill, Dale Borchardt, Scott Anderson, Dennis Dassenko, Shawna Jokinen, Cheryl Stephens and Denise Mykkanen; A schedule for conference calls will go out to the members. In addition, a report section of Peachtree was discovered to contain a checks and balances section that immediately identified the missed journal entries described above and will be included in monthly accounting procedures.

2. Future Funding

- ◆ MDH, CDC, Key Health Alliance, Healthier MN Community Clinic are all being pursued
- ◆ Board Assistance – The Board to be proactive with the Finance sub-committee and reporting in the future

H. Other – The Board’s response to the Financials was supportive and the lively discussion made the meeting one of the most challenging and motivating.

The meeting adjourned at 3:00 pm

Respectfully submitted: Therese Campbell

Next Meeting: ([Blackwoods not available on Sept 16](#)) 12:00 Noon Location: TBD