

**LEXINGTON-FAYETTE COUNTY HEALTH DEPARTMENT
 PRIMARY CARE CENTER
 GOVERNING COUNCIL
 February 22, 2007
MINUTES**

| MEMBERS: | PRESENT | ABSENT |
|--------------------|----------------|---------------|
| Carolyn Benford | X | |
| Toni Brown | X | |
| Lynne Flynn | X | |
| Linda Johns | | X Excused |
| Marge Keller | X | |
| Dennis Kelly, MD | X | |
| Samuel Matheny, MD | | X Excused |
| William Rasinen | X | |
| Helen Reese | X | |
| James Sleet | X | |
| Linda Robinson | | X |
| James Reese | X | |
| Andrea Tapia | X | |
| Judith Rodriguez | | X Excused |

STAFF PRESENT: Melinda Rowe, MD, Commissioner
 Steve Castle, CFO
 Roger Reynolds, Finance Manager
 Rice Leach, MD, Executive Director
 Deborah Stanley, MD, Medical Director
 Karen C. Jones, Administrative Grants Manager
 Kyle Black, Business Officer
 Linda Phelps, Executive Assistant
 John Moses
 Mark Johnson

GUEST: Captain Wicks
 Charles Holstaler, MD
 John Riley, MD
 Mr. Herman H. Hardesty

Chairperson, Marge Keller on February 22, 2007 at 5:35 PM, called the Primary Care Governing Council meeting to order.

CALL TO ORDER

Chairperson Marge Keller declared a quorum at role call.

DECLARATION OF QUORUM

Bill Rasinen made a motion to adopt the Agenda. Carolyn Benford seconded. The Governing Council Agenda was adopted without additions.

ADOPTION OF AGENDA

The minutes from the meeting of January 18, 2006 were presented. Bill Rasinen made a motion to accept the minutes. James Sleet seconded. Motion carried.

APPROVAL OF MINUTES

Dr. Leach introduced Mr. John Moses, February's Employee of the Month and Captain Pauline Wicks and Dr. Holstettler, HRSA performance review team members.

EXECUTIVE DIRECTOR'S REPORT

Captain Wicks thanked all for the hospitality shown her group. She also stated, "The testimony of a good organization is how well its staff responds to short term request" and we had been put to the test before and after they arrived for the site visit. She commended us for our working relationship with Public Health. She thanked Governing Council members and Dr. Rowe for their committed participation. She stated the tour of our Primary Care showed growth since she was our project officer about 12 years ago and she is very proud of the responses from employees and patients. Captain Wicks stated she and her partners, Dr. Holstettler and Cindy Prorock, had a very successful review while they were here. They are leaving feeling we are the best at what we do although there are areas for improvement, which is normal. Captain Wicks closed with a challenge for us to not stop where we are! She parted by saying, "Good, better, best. Never let it rest. Until the good gets better and the better gets best. Just in case you think you get comfortable when you get to best remember after best is always better."

Dr. Leach announced that the *Surgery on Sunday* program is moving their offices to space furnished by Primary Care on second floor effective March 01, 2007.

The rest of Executive Director's report addressed strategic planning and mission critical operational activities listed in the attached "*Operational Plan 2007*" presentation.

Dr. Leach announced that the council need to accept the Federal Poverty Guidelines included in packet at the March 2007 meeting. Lynne Flynn questioned explanation that everyone would have to pay something. The explanation was that the poverty guideline is the basis by which the sliding fee is applied and that the mandate of "No one shall be denied service for lack of ability to pay" will continue.

Dr. Leach reviewed some of the HRSA requirements stated in the notice of grant award and anticipated from the performance review asked that all members read the HRSA Governing Council handbook previously distributed. We have been charged with providing the governing council with training on governing board activities, strategic planning, board

representation, and several other things. We will submit an action plan starting in mid-March with the requirement for board training based in part on the members' responses to Ms. Jones survey sheet. Dr. Leach encouraged GC members to utilize training offered by "Get on Board" also.

Mr. Roger Reynolds gave a brief finance committee report in Dr. Matheny's absence. He said we have a small positive balance of \$225 thousand.

FINANCE REPORT

Chairperson Marge Keller reminded the Council of the importance of receiving and reviewing financial reports and keeping minutes of the council's committees.

Dr. Leach suggested Ms. Jones, Dr. Stanley, Mr. Black and himself draft thoughts and proposed approach to support.

Dr. Allen Grimes has resigned because of changes in his employment situation. The Center plans to recognize him for his years of service and requested Governing Council to take part in recognition. Possible suggestions were a plaque or resolution. Dr. Leach will draft a resolution for the Council's consideration.

MEDICAL DIRECTOR'S REPORT

Dr. Linda Cornett will be joining us March 1st. She has been in private practice for 15 years as well as part of the Hospitalist Group who admit patient at Samaritan Hospital for us. Carolyn Beneford said she comes highly recommended. Dr. Cornett is her doctor and she will be following her as a patient.

Toni Brown motioned to except the Draft Referral Consultant Policy included in packet. James Reese seconded. Abstentions. Motion carried.

OLD BUSINESS

Lynne Flynn asked that we note in the minutes that the Governing Council is aware that the dental project was approved to go forward, that the Council thanks the staff for sharing information on Human Subject Review in the packet and that the Council is pleased this project we thought was so positive is moving forward.

Discussion on Governing Council members' absenteeism. Chairperson Marge Keller asks Toni Brown to gather her committee to address this issue.

Review of Committees and their duties. Chairperson Marge Keller stressed again importance to take minutes.

Council members were asked to submit nominations for the Public Health Hero Award to Kevin Hall. More information is available in the February 23rd issue of Healthy Times included in packet.

ANNOUNCEMENTS

Oliver Hamilton, our representative from the Homeless community to the council has resigned. The council needs a representative to represent the Homeless Community and we need more Hispanic members. There was discussion about the possibility of Mr. Kent Coogle, counselor of Hope Center being interested in becoming a member but he was unable to attend tonight's meeting.

Toni Brown recognized Mr. Herman H. Hardesty and thanked him for his interest in becoming a member. She added please feel welcome to continue to attend our meetings although at this time the criteria for the new member needed is homeless/Hispanic.

Chairperson, Marge Keller declared the meeting adjourned at 6:50 PM.

ADJOURNMENT

APPROVED: _____

Chairperson

Secretary

Date