** New York State Association for Rural Health Board of Directors Meeting**

**January 18, 2018  
 Via Tele-Conference**

P = Present E = Excused L= Late

|  |  |  |  |
| --- | --- | --- | --- |
| **Ann Battaglia** | **P** | **Karen Madden** | **E** |
| **Barry Brogan** | **P** | **Richard Merchant** | **P** |
| **Derrik Chrisler** | **P** | **Gertrude O’Sullivan** | **P** |
| **Charlotte Crawford** | **P** | **Claire Parde** | **P** |
| **Helen Evans** | **L** | **Carrie Roseamelia** | **P** |
| **Sylvia Getman** | **E** | **Jack Salo** | **P** |
| **Anne Jasmin** | **P** | **Robert Wingate** | **P** |
| **Richard Kazel** | **P** | **Mary Zelazny** | **E** |
| **Jennifer Leszyk** | **P** |  |  |

**Staff in Attendance**: Jackie Leaf, Samantha Metz, Sara Wall Bollinger

**Call to order & Introductions:** Meeting convened Quorum was established and meeting was called to order at 11:02 AM by Richard Merchant

**Approval of Minutes, December 21, 2017:** No changes to minutes. Jack S. made a motion to approve minutes, seconded by Richard M, no further discussion, 11 in favor, Richard M abstain; motion carried.

**President’s Report: R. Merchant –**Continue to promote key relationships and strategic partnerships: NE Health Round table conference was attended by Richard M this past fall, We have been pushing webinars and wish to continue the webinars to create value to what we are and what we do.

* **Policy Overlap:** Policy issues received by Eric and sent to Barry.
* **CHCANYS**
  + Met with Rose, Lisa, and Amy to talk about NYSARH collaboration possibilities.
* **Primary Care Development**
  + Attended in December on behalf of NYSARH
  + Looking for possible opportunity for membership
* **Senator Valesky** 
  + Vice-chair for Health Committee
  + Informed on the NYSARH administrative changes
  + Economic impact of healthcare in communities due to cuts.
  + SVHC leadership stable and in place until foreseeable future.
  + Senator seemed receptive

**Committee Reports**

**Policy – Barry B.**

* **NYS Budget** appears to include another drastic cut in funding for RHN, AHEC and Prevention Agenda programs. Positive for Rural: telehealth, paramedicine, and transportation.
* NYS Budget is out: expecting a 38% cut in 24 month period.
* Barry will draft a letter today to NYS Health Committee Chairs for Richards’s signature. Asks board to edit letters for their own organization and get that sent out ASAP.
* Sara will send draft to membership. All members to send similar letter to chairs and their own members in January.
* **Policy Committee Testimony:** Policy Committee will develop longer versions for testimony during Budget hearing- more specific. Please send examples to Barry before February 10th.
* **Albany Day (February 13th):** Sign up through Jackie and Sarah, moving forward to set up panel. Western NY Members will arrange appointment in District. Barry will arrange panel speakers for 2/13 9-10:30 AM. More to come shortly.
* **NYSARH Policy Institute** (First week of February): Invitation has been sent to NYSARH members.

**Attending:** Barry, Anne Marie, Richard M, Claire, Liz/ Sylvia had to excuse herself. Sara is making appointments.

**Membership – Jack**

The membership campaign outreach phase ends tomorrow 1/19. In this process committee has learned that NYSARH needs better marketing materials. Jack suggested annual report as well. Jackie is working on the list of new and renewing members and expects to have this next week. Rob suggested a mechanism for members to share their stories including the impact of the budget cuts and how NYSARH membership has been useful to them.

**Action:** All board members asked to follow up with at least two potential members.

**Governance – Claire- Next meeting early February**

Committee meets quarterly. Next meeting will address: electronic voting, voting process in September, and disclosure statements.

**Finance – Richard K.**

January meeting was organizational. Finance will report quarterly to the Board. The bank account has transitioned to Cortland. Board action needed to authorize a credit card

**Motion to approve finance committee application for a NYSARH credit card moved by Derrik, Ann B. Second the motion. No further discussion. All in favor. Carried.**

**Action:** Committee will develop Credit Card Policy at next meeting.

**Action:** NYSARH will solicit firms for accounting in the future. Four CPA firms have been identified.

**Action:** Jackie will mail 2016 reviews from Freed Maxick to board members

**Conference Planning – Derrik**

Contract executed with Greek Peak for rooms. Finalizing contracts for meals and facilities now. Negotiating for a Pre-Conference Workshop on Trauma Informed Care. Derrik asked for members to sign up for sub-committees. Sub-committees are open to all NYSARH members, not only board members.

**Sub-Committee Volunteers:**

**Tech Program:** Claire &Helen recommended asking Barry

**Sponsors:** Richard has volunteered staff member Mandy, Jackie has volunteered Ann Hotchkin

**Awards Committee:** Rob

**Action:** Derrik will create a One Drive list for sub-committee sign ups.

**Budget:** **Jackie Leaf**

Jackie presented a proposed budget for 2018. It is only $200 different from the budget presented in December, but includes some items that were not in the previous version. This budget is supported unanimously by the Executive Committee.

Executive Directors Report: Jackie Leaf

**Motion to accept the budget made by Jack, second by Claire. No additional discussion. All in favor. Carried.**

**Ad Hoc Committee:**  **Richard M.**

Asked for 4-5 people to form a Communications & Education Work Group.

**Volunteers include:**

Richard M, Jack, Claire, Rob, Charlotte and Helen

**Action:** Sara will convene this group to develop a ‘charter’ within the next 4-6 weeks

**Executive Directors Report:**

Jackie picked up nine boxes from Kathy’s home office. Using SVHC records retention policy she is going through each box and disposing of some items. Jackie interviewed ten candidates and selected Danielle Reese as the new Administrative Assistant. She begins Monday. Jackie suggests that NYSARH Committees use the NYSARH conference call line. There is sometimes confusion when members use their own conference lines.

**Disclosure of Interest: Claire**

This was tabled to the next meeting

**Action:** All members are asked to review the PowerPoint that was prepared for this meeting.

**Old Business:** No Old Business.

**New Business:** Sara shared that we anticipate an opportunity for NRHA ‘capacity building’ funds in March. This will be on the February agenda for Executive Committee

**Richard Merchant adjourned meeting.**

**Respectfully Submitted by Samantha Metz and Sara Wall Bollinger**