



**New York State Association for Rural Health  
Executive Committee**

**March 07, 2019  
Via Conference Call**

P = Present: E = Excused

<b>Barry Brogan</b>	<b>P</b>	<b>David Riddell</b>	<b>P</b>
<b>Derrick Chrisler</b>	<b>P</b>	<b>Richard Merchant</b>	<b>P</b>
<b>Claire Parde</b>	<b>P</b>	<b>Charlotte Crawford</b>	<b>P</b>
<b>Richard Kazel</b>	<b>P</b>	<b>Jack Salo</b>	<b>P</b>

<b>Topic</b>	<b>Discussion</b>	<b>Conclusions</b>	<b>Responsibility</b>
<b>Call to Order</b>	Meeting convened at 3:03 pm	Quorum was established at 3:03 PM	R. Merchant
<b>Transition Planning</b>	<p>A. The Committee discussed acceptance of the SVHC termination letter. The Committee noted there was no provision in the existing contract outlining the protocol for termination by SVHC.</p> <p>B. The committee reviewed and discussed the SWB proposal for services, April – June 2019 to bridge gap until a longer term RFP and contract could be established initiating in July 2019.</p> <p>C. The Committee discussed options for transitioning financial services for the period from April through June 2019. The Committee recognized that, based on a prorated factor of the current budget with SWB proposal requesting \$10,000.00 for the period, there would be \$1,000.00 to provide a contracting agent for financial services April through June 2019. NAHEC had earlier offered to provide two months of service pro bono.</p> <p>D. Derrick Chrisler provided an update on the long-term RFP work group’s plan to convene via conference call on 03/08 to review and craft a new RFP for administrative services initiating 07/01/2019.</p>	<p><b>A. The Committee unanimously agreed to accept the SVHC termination letter, severing services on March 31, 2019.</b></p> <p><b>B. The Committee agreed that Richard Merchant would contact SWB to seek clarification of specific services related to her proposal. Richard would then send SWB responses to the EC prior to the Board meeting on 3/12 so that a vote via email could ensue in advance of the meeting.</b></p> <p><b>C. The Committee voted (Brogan/Crawford) to accept NAHEC’s offer for financial services, offering the \$1,000.00 as compensation for the third month. All voted in favor. Richard Merchant followed up with the Committee the following day to note that he changed his vote to appropriately and officially abstain from the vote given his professional relationship with NAHEC.</b></p>	
<b>Financial Documents for Freed Maxick</b>	Rich Kazel reviewed all financial documents (sent earlier in the week to all EC members) that were prepared for submission to Freed Maxick.	<b>The Committee voted (Parde/Crawford) unanimously to have the financial documents submitted immediately to Freed Maxick. Rich Kazel will follow up with Jackie Leaf to do so.</b>	

<b>Additional Items</b>	<p>A. The Committee discussed funding to support a Veteran’s Session at the 219 Conference.</p> <p>B. The Committee discussed the Supplemental TA Award application due 03/25.</p> <p>C. The Committee discussed sending a representative to the State Rural Health Association Leadership Meeting in July. The application will be released in April for NRHA funding to support the representative. Derrick has been asked if he would be willing to attend.</p> <p>D. The Committee discussed attendance at the May NRHA Annual Conference. No EC members voiced willingness/ability to attend.</p>	<p><b>A. Richard Merchant will follow up with Jackie Leaf to ensure that a proposal is submitted on 03/11 for NRHA funding to support the session.</b></p> <p><b>B. Jack Salo will follow up with Jackie Leaf to prepare a proposal for this funding. The proposal will be related to membership development.</b></p> <p><b>C. Derrick will inform the Committee of his decision to attend the Meeting the following week.</b></p> <p><b>D. The offer will be opened up to the Board on 03/12 at the Board meeting. Also, Richard Merchant will contact NRHA to inquire if NYSARH can make a budget modification, moving funds dedicated in the TA grant from support for attendance at the conference to areas where it may most be needed (yet to be determined).</b></p>	
<b>Adjourn</b>	Sometime about 4:23 P.M. Give or Take a Few Minutes		
<b>Meeting Minutes</b>	Submitted by: RKMerchant 03/10/2019	Attachments Presented: None	

