



New York State Association for Rural Health
Executive Committee

October 28, 2019
Via Zoom Call

P = Present: E = Excused

Barry Brogan	P	Jennifer Leszyk	P
Alison Coates	P	Claire Parde	P
Charlotte Crawford	P	David Riddell	P
Helen Evans	P	Jack Salo	P
Sara Wall Bollinger	P	Karin Blackburn	P
		Katie Rafferty	P

Topic	Discussion	Conclusions
Call to Order Conflict Disclosure	Meeting convened at 2:02 pm	No agenda modifications. No conflicts except RHN Directors relative to Senate Appropriation, previously disclosed.
Approval of Minutes	Jack/Jennifer moved to approve the minutes of 9/16. Approved.	
Draft 2019-20 meeting schedule	Holiday conflicts. In-person Board meeting	Governance 11/25, 1/13, 2/24 Finance 1/2 Policy 12/17 Move winter Board meeting from 1/27 to 2/3 in Albany.
Senate Appropriation	The Executive Committee went into Executive Session to discuss the details of the contract and addendum	<ul style="list-style-type: none"> Plan and Budget accepted with minor edits David, Jennifer and Alison [non-interested members] will serve as an <i>ad hoc</i> committee of the Executive Committee in the event Karin needs support with implementation Karin will consult with Legal Counsel prior to finalizing the contract with NYSDOH
Finance	Barry/David moved to approve the Funding Review & Checklist. Approved. Katie reported that we received correspondence from the IRS saying they need more time to review our request to waive the penalty.	The Funding Review and Checklist will be incorporated into the Accounting & Financial Policy & Procedure Manual Third Quarter financials were reviewed by the Finance Committee and shared with the Executive Committee.
Signatories	Claire/Jack moved to change signatories to the new officers and to add Karin. Approved.	<ul style="list-style-type: none"> Current signatories Richard Merchant and Richard Kazel will be changed to Helen Evans and David Riddell NYSARH will add Karin as a signatory.

	Claire/Alison moved to change the NYSARH policy so that it permits a single signer in certain circumstances. This will facilitate the implementation of the DOH grant. Approved.	<ul style="list-style-type: none"> The authorization policy will be changed as follows: Checks \$2500 or less need one signer. Checks \$2501 or more require two signatures except for payments made in implementation of a Board approved, executed and budgeted contract. A single signature is sufficient for checks issued under a contract.
Governance	Claire reported that all Board Members have been asked to update their Disclosure via email in anticipation of the DOH contract.	
Policy	Barry reported on the meeting with representatives from DOH on October 7 th . NYSARH submitted Public Comment to the Joint Commission on Rural Resources regarding Rural Broadband. The Committee is preparing Public Comment on the draft DSRIP 2.0 which is due November 4 th .	Procedure clarification: The Policy Committee is empowered to submit Public Comment on behalf of NYSARH with a copy to the Board of Directors. Public Comment will be posted on the website and Members will be notified.
Membership	Charlotte reported that she, Jack and Helen held a transition meeting. Barry suggested a new level of 'associate member' for organizations that are members of Rural Health Networks. This will go on the December committee agenda	The Committee will finalize plans for the Fall 2019 Membership Campaign and send a communication to Board members after their meeting November 5 th .
Conference	Carrie, Alison, Charlotte and Helen held a transition meeting. David transferred some information. The feedback surveys were positive, and the conference was profitable.	Carrie & Alison are putting together a planning structure. The 2020 Conference Committee will begin in November.
Webinar	Kudos to Karin for managing the first webinar.	
Management	The 3 rd Quarter Report will be distributed to the Executive Committee by the end of the week.	
Adjourn	Motion to adjourn made by Jennifer at 3:30	
Meeting Minutes	Submitted by Sara Wall Bollinger 10/30/2019	<p>Attachments Presented:</p> <ul style="list-style-type: none"> Minutes of 9.16.19 Executive Committee Meeting Minutes 2019 – 2020 Board Meeting Schedule 2019 – 2020 Committee Meeting Schedule Northern AHEC Contract Addendum State Senate Appropriation Timeline Revised NYSARH Budget – Grant Funds 2019 Financial Statements 3rd Quarter NYSARH Funding Checklist NYSARH Strategic Plan (2017 – 2020)