1. Meeting Open  
The December 10, 2018 Board Meeting was called to order at 7:40 am by Jerry Rogers, Board Chairman.

2. Mission Statement  
To lead in providing quality, comprehensive healthcare that is affordable and accessible, and to support the dedicated professionals who make caring for the individuals we serve their number one priority.
3. Approval of Agenda
The December 10, 2018 board meeting agenda was reviewed and no revisions were requested.
**Recommendations:** "I, Mark Mertens, move that we approve the December 10, 2018 Agenda as presented." Cliff Lane seconded the motion. The motion carried.

4. Approval of November 12, 2018 Minutes
The November 12, 2018, board meeting minutes were reviewed with no revisions requested.
**Recommendations:** "I, Kathy Ellis, move that we approve the November 12, 2018 Board Meeting Minutes." Beth McDaniel seconded the motion. The motion carried.

**Action Items**
- Sign the final approved board meeting minutes (Jerry Rogers, Chairman)

Before closed session Jerry Rogers introduced Dr. Caron Daughtery, VP of Instruction from Jefferson College.

5. Closed Session
*The Board went into closed session at 7:40 am. During the closed session the Board discussed updates with real estate and personnel. The Board returned to open session at 8:00am with no decisions made.*

6. Financial Review
The financial update for October 2018 was provided by John Lamping. The cash on hand is $1.3M. The positive is the bottom line number for October. Cash continues to be a piece that is being watched closely through end of the year and Mill Tax will be received after January. BH had another strong month, for PC and OH there was still some challenges in October but there was improvement and January 2019 should ease up on things.
**Recommendations:** “I, John Lamping, move that the Board approve the financial report for the month of October 2018.” Beth Diveley seconded the motion. The motion carried.
Amy Rhodes gave an update on the auditor’s report it consists of three reports and a letter to the Board from the auditors. The internal controls were pointed out and none of those were concerning but just things they would like for us to put in place one specifically on the Friends of ASP financials. Another items is the new and emerging items from changes to how the financials are reported, however this should not cause too many issues since COMTREA already does many. The payroll system was a concern the payroll clerk can currently change payroll information however there are reports in place to audit any changes. Operationally for the FY 2018 there was a $559,000 loss as an agency consolidated for Friends of ASP the loss is only just over $100,000. This loss is primarily due to the property sold on Highway 30. Overall the audit report is good and positive for the Federal grants. Jerry Rogers stated that the auditors had high praises for Amy Rhodes and her staff.

7. December Program Highlight

   a. Diversion Pilot Program at Jefferson RVII Schools
   
   Sue Curfman introduced Steve Horn, the Intervention Specialist with Jefferson RVII schools. Steve Horn presented to the board providing some of the following details. Steve Horn attended the Jefferson RVII schools and then was a deputy juvenile officer for Jefferson County in that role he saw too many kids coming through that didn’t need to be there, they really needed other services. Kids are identified at the school level and Steve Horn sits down with the child and parents to see what services can be put in place. Steve Horn stated that the district is small with only 1,000 students K-12. Over the first three months there have been 45 kids referred to Steve Horn for the first quarter. The graphs shown show the referrals by schools. The hope will see a shift to the lower schools to identify and help the students before they get to the middle and high school. The numbers were broken down by gender. Referral types were identified as reactive – they are identified by a staff member because something has happened (SU or suicide attempt), Preventative are the at-risk kids then assistive are the families that actually reach out for help. There is work on getting the word out to the parents and that Steve Horn position is different than an Administrative role in the school. There is a commercial played before events and a flyer on the program. Steve Horn has been tracking the diagnosis of kids from the referrals. The unknowns may be from reactive referrals and the underlying cause may not be known at this time. The suicidal ideation numbers are of concern to the district. Out of the 12, 7 of those have had a plan that
required intervention. The trend is very concerning and the answers are still unknown but it needs to be tracked. Dr. Daughtery asked what age are the 12 and Steve Horn stated most have come from the immediate building and then next is middle school. Steve Horn stated that positive is that kids are talking about it more but it does open the eyes to the number of kids that are hurting. Steve Horn spoke of the B3 curriculum where students look out for others to respond to Beth McDaniel’s question on if friends are coming to report that. Dr. Rohatgi asked if there was any commonality among the children. Steve Horn stated that economics with the district is socially diverse and that is playing a part in it. Technology is at the forefront of the struggles that are being dealt with. Dr. Rohatgi asked if there is any education on social media and technology education. The Leadership Team in high school made a video to educate and then empower the parents to take charge of the phones. Jerry Rogers asked if there is more cooperation with parents over the old way that refers to the legal system. Steve Horn stated that at the court system a parent loses all power so this is one of the best things with being able to bring in the parents and empowering them. Mark Mertens asked if Steve Horn is an employee of the school district. Steve Horn stated that was done to allow that trust of having someone in the school and not an outside agency. Jerry Rogers stated that JCCMHFB is funding this and they would like to expand to other county schools. Steve Horn stated that this year he would like to work on the referral process making that easier as others are added to make sure everyone can access the services easier.

8. CEO’s Report

a. Financial Focus Update
Sue Curfman stated that the growth report is going out weekly and the CTeam is doing a further drill down to show by location for every $1 spent what is the ROI to see if there are positive contribution. This will be looked at when making decisions on locations and running more efficiently.

i. Growth Report

b. State Associations
Sue Curfman stated there is not much happening at the state level and Sue Curfman will be in Jefferson City tomorrow for meetings on payment methodologies.

i. Alternative Payment Methodologies for MO FQHC’s
c. Divisional Updates

The division updates were addressed earlier in the meeting.

i. Behavioral Health/Psychiatry Updates

ii. Primary Care Updates

iii. Oral Health Updates

d. HRSA

i. PR Monthly Review

   1. Sliding Fee

   2. Financial Management

Two programs were reviewed this month the sliding fee and financial management was 100% there will be some controls revised soon. On the % of Board Consumers COMTREA is not in compliance.

ii. Current % of Board Consumers

Sue Curfman stated that members should see a primary care, oral health and BH once every 18 months.

e. Volunteers

Sue Curfman stated that TWT and Board Member hours are the highest and the job shadowing hours have been increasing.

9. Action Items (Anything that requires a vote)

   a. Leadership Council Reports (Month of November)

      Recommendations: “I, Beth Dively, move that the Board approve the November Leadership Council Report.” John Lamping seconded the motion. The motion carried.

   b. FY 2018 Audit
**Recommendations:** “I, John Lamping, move that the Board approve the FY2018 Financial Audit as presented.” Mark Mertens seconded the motion. The motion carried.

c. Truman Boulevard Property
This was discussed in closed session, HRSA requires that a vote in open session.
**Recommendations:** “I, Josh Isaacson, move that the Board approve the termination of the Truman Boulevard Property Contract.” Kelly Steffens seconded the motion. The motion carried.

d. Policy Revision – Employee Handbook EH 8.4 Professional Development & Training
The revision looks at training funds and if a staff member leaves within 6 months they must pay back a portion.

**Recommendations:** “I, Mark Mertens, move that the Board approve the revised EH 8.4 Professional Development & Training Policy as presented.” Kelly Steffens seconded the motion. The motion carried.

e. Credentialing & Privileging

**Recommendations:** “I, Kathy Ellis, move that the Board approve the Credentialing and Privileging Report as presented.” Beth McDaniel seconded the motion. The motion carried.

f. QIQA Monthly Report
Beth McDaniel stated that the patient satisfaction results were shared at the prior meeting. Primary Care is focusing on A1C greater than 9 and the Home Health is working on a measure to help people not use ER and Oral Health saw an increase in productivity due to Tooth Titans. Beth McDaniel encouraged all to use the services.

**Recommendations:** “I, Beth McDaniel, move that the Board approve the QIQA Report as presented.” Mark Mertens seconded the motion. The motion carried.

10. Discussion Items (Informational; no action taken)
   a. Subcommittees of the Board
      i. Building and Grounds
Lisa Rothweiler stated that Colonial Lots would like to close on December 20\textsuperscript{th}. The second floor plans are still being finalized and some changes will be made to help with space and renovations. On MHOH there is still info needed and at Dunklin the clinic is now open.

ii. Community Relations/Fundraising & Capital Campaign
Kim Elbl stated that by the end of the month the Fed Loan Grant will be heard on and a grant was sent to Mabee Foundation there is a yearend appeal to donors. Jerry Rogers stated that they went out to all Board Members. Mark Mertens asked on when the MHOH would break ground. Lisa Rothweiler stated that an exact time period has not been figured out. Sue Curfman stated this will depend on funding.

11. Board Member Information
   a. Headshots – Project Room immediately after meeting
   b. SSM Holiday Party for ASP – Wednesday, December 12\textsuperscript{th} @ 5pm

12. Old Business
No old business

13. Next Scheduled Board Meeting
   a. Monday, January 14, 2019 at 7:30am

Jerry Rogers wanted to thank the staff and Board Members that attended the Bicentennial.

14. Adjournment
There was no further business to discuss.

Recommendations: With there being no further business to discuss, Mark Mertens moved for adjournment. Cliff Lane seconded the motion. The motion carried.

☐ Minutes approved  

(Signature of Committee Chair)  

(Date)