



Comtrea Administrative Board Meeting

March 4, 2013

Revised

5:30 PM Dinner

Members Present: Mark Mertens, Stanley Stratton, Ken Waller, Ann Portell, Jerry Rogers, Dr. Audrey Mitchell, Martha Maxwell, Dr. Steven Crawford, and Kathryn Ellis.

Staff Present: Dr. Stephen Huss, Tracy Wiecking, Jan Freeman, Deborah Tumulty, Amy Rhodes, Katy Murray, and Sandra Miget.

- 6:00 PM
- The meeting was called to order at 5:55 p.m. by Board Chair Mark Mertens.
 - Ann moved and Ken seconded to approve the February minutes. Motion carried.

Items	Discussion	Decision	Person Responsible
I. Fiscal.	<p>Dr. Huss discussed COMTREA's finances.</p> <p>Amy said the mil tax is up to date as of January.</p> <p>We purchased three vehicles, two to replace older vehicles, and one to replace Tracy's car.</p> <p>We received a bill for the first portion of the new water line at Bridle Ridge.</p> <p>We are having problems with the IRS so we haven't yet been able to bill for the FQHC. If cash becomes a problem, we can bill at the old rate, but it will be difficult.</p>	<p>Stan moved and Kathy seconded to approve the financial report. Motion carried.</p>	
II. QA/QI.	<p>Dr. Huss said we made some changes in our Operations Manuals, as posted on the web site, that we need to vote on.</p> <p>The Volunteer Program is now an independent program. The EVP of Community Services is responsible for volunteer development, use, and recognition.</p>	<p>Martha moved and Ann seconded to approve the Operations Manual. Motion carried.</p>	<p>Jan</p>

<p>II. QA/QI. (Cont'd.)</p>	<p>He asked the board to fill out a volunteer sheet with hours spent volunteering for COMTREA, including board meetings. Go all the way back to July if possible. We will be keeping track of our volunteers' hours. Dr. Huss said we have several volunteers who spend 25-30 hours a week at Bridle Ridge. In September we will have a volunteer recognition dinner.</p> <p>Created a new Governance Manual for the Volunteer Program, G16. Previously this was an appendix to G4 Human Resources. The Volunteer program is now an independent program overseen by the EVP Community Services who is responsible for the volunteer program development, use and recognition of volunteer services and hours.</p> <p>We are going to go through United Way so we can have a certified volunteer program.</p> <p>Mark thanked the board for all the work they have done for COMTREA.</p>		<p>Board</p>
<p>III. CEO Report.</p>			
	<p>Congresswoman Ann Wagner came to visit COMTREA. She wants Senator Blunt to visit also. She said she will help us with programs. Also Congressman Blaine Luetkemeyer has visited and voiced his support.</p>		
<p>IV. Bridle Ridge.</p>			
	<p>We changed the date for the Bridle Ridge Wine and Cheese Tasting to June 22. Cardinal Glennon is bringing their therapy dog, and we'll have an equine therapy demonstration. Puppies on Parole will also be there. We hope the front of the barn will be completed by then.</p> <p>It was suggested that next year we have it on the first Saturday of May because that's Kentucky Derby Day. We can raise money with Derby Day. We may also want to have some kind of dog show at another time.</p> <p>Bill McClellan is coming to bridle ridge. Purina is coming and also the Department of Corrections.</p> <p>Dr. Huss showed pictures of stalls we might buy from Classic Equine in Farmington. They will have two stalls ready by May 11 and will give us 1500 pavers free. Stalls will cost about \$3400 each. They will focus on Bridle Ridge in their newsletter</p> <p>Dr. Huss said Ride on St. Louis has a contract, but they haven't yet signed it.</p> <p>Diane will be out of the mansion by the second week of April. She will have an estate sale. Dr. Huss told her she can use our barn for the sale if we don't have anything going on at that time.</p>		

<p>IV. Bridle Ridge. (Cont'd.)</p>	<p>The Glade Garden Club is interested in working with us at Bridle Ridge.</p> <p>Ann asked if we ever met with Hillsboro school about the road. Dr. Huss said the school is no longer talking with us about it since we are not going to build the road.</p> <p>Tracy discussed the finished improvements at Bridle Ridge. He stated we now have the permit to remodel the barn. Some lights have been installed and some painting has also been done. Some bids have been received and will be reviewed.</p> <p>Utilities have been mapped out and trenched. At&T and Charter lines have been mapped out.</p> <p>Contracts and construction have been approved and planned for the new road into the facility. Some of the clay soil will have to be replaced.</p> <p>The trail has been mapped out. The request for qualifications for architects have been sent out. There are five finalists. The board will interview and select the finalists.</p>		
<p>V. FQHC.</p>			
	<p>Dr. Huss announced that since October we have had 2163 encounters at the medical centers. We can see more children now since we have a pediatrician. Cardinal Glennon expressed an interest in putting interns in our facility. Mercy will be working with us and St. Clare also. Dr. Crawford said Dr. Hampton has privileges at St. Anthony's and Mercy.</p> <p>Dr. Huss said one concern is expansion of Medicaid. The House and Senate said they are not going to expand it, but there is a push to expand it anyway. If the expansion does not pass, we may be better off financially.</p> <p>In January, 2014, Medicaid will be expanded, maybe not in Missouri, but in other states. Hospitals will lose a disproportionate share and get a lower Medicaid rate for patients. By having an FQHC in their neighborhood, we will be able to help and save Mercy, St. Clare, and St. Anthony major money.</p> <p>If Medicaid is expanded, the uninsured will be insured. About 300,000 more people will be covered. Approximately 50,000 of those will have a mental illness.</p> <p>Dr. Huss met with the network administrator of St. Clare, who wants to talk more with us. Dr. Huss said the major obstacle will be where we will see these patients. We can't do anything until we have more space. Senator Blunt has a bill that would create FQ behavioral health centers. Since we are an FQHC, we can be an FQ behavioral health center. That would likely provide</p>		

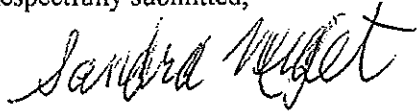
<p>V. FQHC. (Cont'd.)</p>	<p>money to build. If it passes, we will apply for the money.</p> <p>Jerry asked if we should consider some temporary space until we can get the building completed. Dr. Huss said we may have to do that. However we will have to submit another change of scope.</p> <p>One option is to find a hospital to partner with us. St. Louis University and Cardinal Glennon want to do something with us.</p> <p>Mark said it would be good for us to know who is on the boards of directors for those hospitals.</p>		
<p>VI. Facilities' Work.</p>			
	<p>Tracy said work on "A" Building is on hold. The main sewer broke at "B" Building, but repairs should be completed this evening.</p> <p>Tracy said the Valley project ran into a snag because it's in a flood plain.</p>		
<p>VII. Community Develop- ment/Fund Raising.</p>			
	<p>Dr. Huss reported the Sweetheart Dance brought in \$26,000. The Cupcake Run brought in \$13,000. The Cowboy Dance will be April 13, the Fashion Show will be April 21. The Wine and Cheese Tasting at Bridle Ridge will be changed to June 22.</p>		
<p>VIII. Board Related Issues.</p>			
	<p>Mark said an FQHC requirement is that 51% of our board members are patients or related to a patient who receives services from the health center.</p> <p>We will have a board meeting Saturday March 23 at Arnold to interview all prospective candidates beginning at 1 p.m. We will meet again March 26 at 6 p.m. to accommodate those who could not be here Saturday. We welcome as many board members as possible.</p> <p>These meetings will be to interview all prospective board members and vote on them. Then we will present them at the next board meeting in April.</p>		

	Ken said he needs effective dates for terms. Dr. Huss will set up a table so Ken will know.		Dr. Huss
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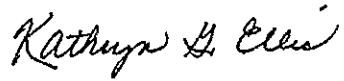
IX. By-laws.	<p>Some by law changes are required by FQHC. FQHC and United Way require that a person be on the board for a limited time.</p> <p>Nine (9) Members of the Board of Trustees nominated and appointed by the Jefferson County, Missouri, County Executive ("County Executive") subject to the Advice and Consent of the Jefferson County, Missouri, Council ("County Council") to administer the community mental health fund will be appointed as members of the COMTREA Board for their respective terms of office.</p> <p>The total number of directors shall be eighteen (nine (9) appointed by the County Executive Subject to the Advice and Consent of the Jefferson County Council and nine (9) selected by the COMTREA board itself).</p> <p>Each director appointed by the Board and not appointed by the County Council shall hold office for up to three terms of three years each until s/he shall resign or until three-fourths of the directors present at any regular meeting shall remove him/her from the board of directors.</p> <p>Evaluating itself at least annually for efficiency, effectiveness, and compliance with all Section 330 requirements.</p> <p>This Board shall regularly convene no less frequently than once every month.</p>	<p>Jerry moved and Martha seconded to accept the revised bylaws. Motion carried.</p>	
X. Closed Session.			
	<p>There was no need for a closed session.</p>		
XI. Adjournment.			
		<p>Stan moved and Ann seconded to adjourn. Motion carried. The meeting was adjourned at 7:14 p.m.</p>	

XII. Next Meeting.			
	The next meeting will be April 1st Arnold. Breakfast will be available at 7:30 a.m. and the meeting will begin at 8 a.m.		

Respectfully submitted,



Sandra Miget
Executive Secretary



Kathryn Ellis
Board Secretary