

AGENDA
Partnership Health Center
Board of Directors' Annual Meeting
April 14, 2017

The Harry & Jeannette Weinberg Community Room
PHC CREAMERY BUILDING
401 Railroad Street West, Missoula MT
12:00 p.m. – 1:30 p.m.

A Board quorum is currently 7 people. We value your time and try to keep the meeting time to a minimum. We need a quorum to conduct business immediately when the meeting begins. Lunch will be served at 11:45 a.m. If anyone is required to leave before the Board meeting adjourns, please notify Jeff Weist, Bernadette Roy, or Stacy Newell (258-4189).

Training Topic: PHC Board of Directors' By-Laws—Part II POSTPONED until May

- I. Call to Order 12:00
 - II. Public Comments
 - III. **Personnel Issue – Confidential** (Patty Baumgart)
 - IV. Referrals/Comments from Board Members
 - A. Board Member Conflict of Interest Disclosures*
 - B. **Board of Directors Minutes of March 10, 2017***
 - IV. **Executive Director Report** (Bernadette Roy)
 - A. Executed Contracts*
 - B. **Changes in Scope***
 - C. **Clinical Pharmacy Grant**
 - D. **Coordinated Entry System Participation**
 - E. **Partner on GBI¹ SAMHSA Grant**
 - F. **Community Assistance Fund (CAF) Grant**
 - G. **Delta Dental Grant - \$14,000**
 - H. **CTA Leased Building Proposal**
 - I. 2016 Annual Safety Report (Terry Delgadillo)*
 - J. Quarterly Director of Pharmacy (Brent Dehring)*
 - V. Director of Clinical Operations (Bernadette Roy)
 - A. Medical Director Report (John Miller, MD)*
 - 1. **Credentials***
 - a) Appointments
 - Stacey Boehm, APRN
 - B. Dental Director Report (Jazmin Nelson, DMD)*
- VI. Board of Directors' Committee Reports 1:00
 - A. Executive/Finance Committee Report
 - 1. Finance Director Report (Janice Thomas, CPA)*
 - a) **Audit Report***
 - b) **Revised Time Clock Policy***
 - c) **Revised Workforce Member Screening Policy***
 - d) **Revised Procurement Policy***
 - B. Ad-hoc Committee
 - 1. **Executive Director Job Description***
 - C. Search Committee
 - 1. **Committee Members (ratification)***
 - 2. **Executive Director Salary Level**
 - 3. **Timeline***
 - D. Executive Committee (Jeff Weist)

¹ GBI = Grants to Benefit Homeless Individuals

E. Performance Improvement (PI) Committee

1. Minutes Review*

VII. Next Board Meeting date: May 12, 2017

VIII. Adjournment

1:30

*Enclosed in Packet

(Action items are in blue)

If anyone attending this meeting needs special assistance, please provide advance notice by calling Stacy Newell at 258-4189. Missoula County will provide auxiliary aids and services. Notify Stacy if you have special dietary needs.