



Social Welfare Board

Patee Market Health Center
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Linda Judah
Executive Director

James McMillen, MD
Medical Director

Deborah Borchers
Operations Director

Jeanie Hambrick
Office Manager/IT

Serving the healthcare needs of the underserved of the City of St. Joseph and Buchanan County since 1913.

Social Welfare Board Board of Directors Minutes April 28, 2020

The April 28, 2020 board meeting was called to order by Dr. Stuber at 2:30 p.m. via the zoom platform.

Social Welfare Board Members

Robert Stuber, MD, President
Carol Burns
Daniel Kellogg
Nancy Nash
Rex Robinson
Tom Russell

Board members present: Tom Russell, Carol Burns, Nancy Nash, Rex Robinson, Dr. Stuber
Judge Dan Kellogg, Carol Burns and Nancy Nash

Board Members absent: none

Staff present: Linda Judah, Deborah Borchers and Dr. McMillen

Public present: Brendan Welch, St. Joseph News-Press

Ad Hoc:
Ron Hook, Buchanan County
Commissioner

Bill McMurray, St. Joseph City
Mayor

I. Minutes: The minutes of the March 31, 2020 were reviewed. Judge Kellogg moved to approve the minutes and Carol seconded the motion. Motion carried.

II Old Business:

- Linda noted she and Deborah will present the **agency budget** detail to the board at the next board meeting.
- CDBG committee decided on preliminary recommendations for SWB's award of \$83,000 which will be presented to the Council.

III. New Business:

1. Director Reports:

a. Director of Operations-Deborah Borchers

Financials

Deborah presented the financials for March. Judge Kellogg moved the financials be accepted as presented. Carol Burns seconded the motion. The financials were filed for audit.

Deborah presented the December and January financial statements for the Friends of the Free Clinic. This was for informational purposes as the financials have already been approved by the FOFC Board.

Statistics for March:

March Statistics	Mar 2019	Mar 2020	Variance
Total Patient visits for rolling year	15,750	15,101	4.1% decrease
Prescriptions	2,770	2,886	4.2% increase

FOFC Board Members

Jimmy Albright, President
Patty Ziesel, Treasurer
Kristie Arthur
Pam Brock
Merry Burtner
Karen Corder
Kevin Echterling
Karen Foley
Ashley Hess
Suzanne Kissock
Janet Kropp
Lisa Little
Gail McMillen
Roxanne Miller
Marsha Rosenthal
Toni Sawyer
Deborah Weems, MD
John Wilson
Rachael Wilson
Denise Young



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CITY CLERK

Number of medical visits	9,126	8,615	5.6% decrease
Number of dental visits	3,854	3,600	6.6% decrease

- Due to COVID, medical scaled back patient appointments. Hygienist appointments were cancelled and only emergencies were treated by dentist.

1b. Linda Judah, Executive Director's report:

Personnel: Due to COVID-19 an employee with Westside and Dental has been temporarily furloughed

COVID-19: Providing essential services only. All patients accessing the SWB are going through a COVID-19 assessment station in building lobby.

- Acquired PPE through numerous sources.
- Participating in NAFCC calls to stay up to date on funding opportunities.
- Set up respiratory clinic process with Mosaic
- Participating in daily huddles and researching funding options.
- Through Next Stage Consulting, North Carolina ...will be co-presenting Strategic Opportunities – Leveraging Crisis for Change via webinar on May 1st

Funding:

- Applied for rolling funds from NAFC – proposal accepted;
- Submitted proposal to Direct Relief – pending
- Submitted proposal to CVS – pending
- Explored Payroll protection program options – SWB does not qualify due to not being a 501(c)3
- Received \$5,000 from the Hofheimer foundation

Westside:

- MFHC is auditing the information sent to them; will visit clinic in May.
- Obtained Navigation grant....working with new navigator on deliverables – work continues
- ARC – participating in monthly meetings.
- Received notice of award from MFHC and the Junior League

Medical: Submitted partner award application to Mutual of America

Agency as whole:

- Issuing weekly clinic news publication to staff;
- Conversation with presiding commission regarding COVID-19 challenges
- Deborah and I presented an allocation request to the City.
- Participated in Market Volatility and Cares Act discussion with Mutual of America arranging for staff in-service

Dental:

- CDBG award recommended in the amount of 83,000

- Delta Dental grant – pending
- Dr. Barzee has established a re-opening plan

FOFC:

- Working with Emily Bauman to create social media campaign
- Creating speakers bureau schedule

Initiatives:

- Trauma Informed Care – working with core team including a population health student
- Roadmap to Health Equity ---Serving as Co-lead for the What committee
- Completed required training through Signify

IV Operational Needs:

Linda reported the agency continues the stringent workflows to protect staff and patients from COVID-19 per CDC guidance.

Rex led a discussion about the Trivia Night fundraiser. The board believed it would be in the best interest of everyone to cancel the Trivia event. Pam with Rogers will check with registrants for reimbursement requests. Pam and Linda will discuss how to disburse/sell the auction items.

LifeChangers – the Board also agreed the LifeChangers event must be cancelled. Linda will meet with FOFC to decide on next steps.

Linda asked the board to review the notated employee handbook and discuss at the May board meeting.

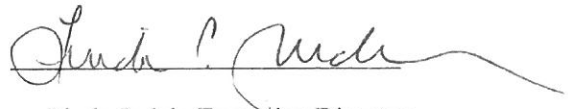
Linda gave kudos to the staff for coming together in such a professional and respectful manner in tending to our patient needs during the pandemic. Deborah complimented Lori Brown for her diligence in managing the COVID-19 station. Linda echoed Deborah's sentiments but also added Deborah too has been doing a great job!

V Clinic reports....see director reports.

Next board meeting scheduled May 26, 2020. Meeting adjourned at 3:45 P. M.



Dr. Robert Stuber, Board President



Linda Judah, Executive Director

