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**BETTY HARDWICK CENTER
MINUTES OF BOARD OF TRUSTEES' MEETING
March 7, 2017
2616 SOUTH CLACK, ABILENE, TEXAS**

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Abilene, TX 79606
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Trustees Present:

Rita Johnston
Keith Dowell
Terri Plumlee
Patty Bundick
Michael Whitehorn
Priscilla Rayford

Staff Present:

Jenny Goode
Jennifer Farrar
Michael Jones
Kristen Ughanze
Judy McDowell
Donna Parker
Nancy Elliot
Sherry Holmes
Leann Houseknecht
Melissa Fodor

Theron Cole
Sheila Warren
Dena Heaton
Debbie Evans
Bockarie Mansaray
Jan Johnson
Denise Green
Cathy Martin
Linda Majkut
Terrie Garza
Deborah Kilpatrick

Trustees Absent:

Vicky Hicks
Art Casarez
Dee Moore

Executive Staff Absent:

Guests Present:

ACU students
BHC Leadership
Friends and family
members of staff
receiving awards

17.07.01. Invocation/Quorum/Recognition of Guests

Chair, Rita Johnston, called the meeting to order at 5:17 p.m. She stated that a quorum of six (6) Board members was present. Dr. Whitehorn then delivered the invocation.

17.07.02. Citizens Comments

There were no citizens' comments.

17.07.03. Employee Awards and Recognition 2nd Quarter

The following employees were recognized for their years of service.

Judy McDowell	5 years	Hospital Continuity of Care Worker
Terrie Garza	15	HCS Trainer
Linda Majkut	20	RMAP Coordinator

17.07.04 Training Info/Presentation – Prescription Assistance Program (PAP)
Mrs. Johnson and Ms. Parker provided the presentation on PAP. The Center's budget for clinic services significantly relies upon the free medications we are able to obtain for our indigent clients through Patient Assistance Programs. The drugs available vary some as new drugs are introduced and as older medications become available in generic form. PAP programs are typically offered by pharmaceutical companies to provide free or low cost prescription drugs to qualifying individuals. Mrs. Johnson and Ms. Parker explained the process for insuring that a client qualifies for PAP, applying for the meds, receiving the meds and tracking the meds as they are received and dispersed. They also provided a list of PAP eligible medications along with a history of the program from 2009.

17.07.05. Minutes of January 3, 2017 Board Meeting
On a motion by Priscilla Rayford, seconded by Michael Whitehorn, the Board approved the minutes from the Board meeting on January 3, 2017.

5 For 0 Against 1 Abstained

The Board Chair abstains from voting.

17.07.06. Financial Reports, January, 2017
Mrs. Warren summarized the financial reports for January, 2017. The Center had a surplus of \$34,507 for the month.

On a motion by Keith Dowell, seconded by Terri Plumlee, the Board accepted the financial report as presented.

5 For 0 Against 1 Abstained

17.07.07. Review/Discuss Employee Survey
On a motion by Keith Dowell, seconded by Terri Plumlee, the Board accepted the January 2017 survey and suggested action items as follows (1) Improved/Coordinated Unit Level Training and Onboarding Processes, (2) Review of Employee Benefits, (3) Focused Management Efforts on Burnout and Managing Turnover.

5 For 0 Against 1 Abstained

17.07.08. Consideration of Fiscal Audit RFP
On a motion by Keith Dowell, seconded by Priscilla Rayford, the Board approved the award of the fiscal RFP bid to Davis Kinard & Co for the FY 2017 audit at a cost of \$29,000.

5 For 0 Against 1 Abstained

17.07.09. Information Items

- Texas Council Annual Conference – June 28-30 in Galveston
- Hoops, Dreams and Goals – March 31 in Big Spring. This is a basketball tournament of Special Olympic teams from around the area.
- Trauma Informed Care Learning Collaborative – Betty Hardwick Center has a team participating. The goal is to have a more trauma informed work force.
- Leadership BHC 2017 - This training series is intended to create, equip, and strengthen leaders within the non-supervisory ranks of the Betty Hardwick Center. There are 15 employees participating in the program.

Community and/or Staff Meetings for the CEO – Mrs. Goode provided a review of the meetings that she and executive staff attended for the month.


17.07.10. Adjournment

The meeting was adjourned at 6:40 p.m. with all business being completed. The next meeting was set for April 4, 2017 at 5:15 p.m.

APPROVED:



Vice-Chair, Board of Trustees



Secretary, Board of Trustees