

APPENDIX L-6

Home Health & Hospice Care Board of Directors' Meeting Minutes dated May 4, 2021

(confidential treatment requested)

Home Health & Hospice Care

BOARD OF DIRECTORS MEETING MINUTES

TUESDAY MAY 4, 2021

4:00 – 5:30 P.M.

REMOTE MEETING VIA ZOOM

Attendees: Elizabeth Cote, John Getts, Dee Pringle, Sue Berube, Ken Bridgewater, Rolf Goodwin, Linda Robinson, Jolie Blauvelt, Peter Chaloner, Sandy Rodgers, Jennifer Yeomans, David Christensen, John Truslow, Stephanie Wolf-Rosenblum MD, Eileen Beckhardt Freedman, Pat Bernini, Marcia Donaldson, Scott Toothaker, Scott Flegal, and Jeanine Kilgallen.

Absent: Lisa Law and David Phillips.

Staff: Tina Andrade, Ruth Ellen Whitney, Barbara Lafrance, Brenda Rugg, Lucy Saia, Ellen Sorensen and Julie Stone.

Welcome Elizabeth Cote

Business

- Approval of April 6, 2021 Minutes Dee Pringle
Motion was made by Rolf and seconded by Marcia to accept the April 6, 2021 Meeting Minutes as edited with a word change for Steph's presentation (changed NAME to same). Motion carried
- Treasurer's Report Rolf Goodwin / Ruth Ellen Whitney
Motion was made by Peter and seconded by Jennifer to accept the March 2021 Financials as presented. Motion carried.

Review of Draft SH Definitive Agreement Jason Gregoire, Sheehan Phinney

Jason Gregoire, from Sheehan Phinney, shared an overview with the board of the current status and process relating to the affiliation agreement activity with Solution Health. Prior to this update for the board, Jason said [REDACTED]

[REDACTED]. He [REDACTED]. Prior to this meeting, board members received the most recent draft of the board by-laws and Combination Agreements. Jason provided details of the

agreement that were recently revised, based on the HHHC management and individual board member feedback. The agreement will now be sent back to the Solution Health attorney for their review.

Jason stated that [REDACTED]
[REDACTED]
[REDACTED]. Jason thought [REDACTED]
[REDACTED]. Once approved, Jason reminded the board that [REDACTED]
[REDACTED]. The board thanked Jason for this thorough review and representation of the agency's interest.

Board Discussion regarding the affiliation negotiations included the following:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The board also had discussion and acknowledgement that HHHC management should anticipate additional staff training costs and some business activity disruption due to the extensive EPIC training required for all staff. Also discussed and acknowledged are costs not yet determined, allowing access to historical patient data which currently resides on the Netsmart EMR system.

Board Restricted Funds: Solution Health would like us to keep at least 105 days of operating cash which is reasonable. The rest can go into BOD restricted funds. We now have \$ [REDACTED] in CHH Endowment and we can add \$ [REDACTED] of currently Board restricted funds to make it \$ [REDACTED]. We can then add \$ [REDACTED] which brings us to \$ [REDACTED] leaving \$ [REDACTED] for day-to-day operations.

Motion was made by Dee and seconded by Rolf to authorize the Release of \$ [REDACTED] from the HHHC operating account to the BOD restricted account, as presented. Motion carried.

Elizabeth commented that SH is very open and agreeable, they want a WIN-WIN situation. SH is trying to be open and accommodating.

John commented that we are working to get reasonable assurances in writing. In 10 years' time, when many of us may not be around this table, we need to know that we protected the mission and values of HHC.

President's Report

John Getts

This Thursday May 6th, during National Nurses Week, we thank and recognize our wonderful team of nurses. We also take time during this week to recognize and thank all of our dedicated staff. In addition to thank you notes, we will be providing roses, cookies, gift bags, and raffle prizes.

Recruitment continues to be an ongoing challenge for both nursing and licensed nursing assistant positions. We currently offer a nurse residency training program for nurse graduates and beginning this month are implementing a new LNA graduate training program as well. Additionally, we will be paying for LNA training costs for new graduates. We anticipate this cost to be \$1,800 per LNA and that we may hire two or three LNA graduates within the next year.

We are all encouraged by the declining rates of COVID virus spread, as well as increased vaccinations rates, and are hopeful that some restrictions may be relaxed in the future. In the meantime we continue to follow guidelines set forth from the State of New Hampshire and CDC for the protection of our staff, patients and their families.

Barbara Lafrance: Dr. Ray and Sara Elliot from CMC, recently toured the CHH. Dr. Ray, a palliative certified physician, is new to the area and is glad to have a hospice house option for patients. Dr. Scott Wolf, President SNHH will be touring the CHH this Friday. We send our condolences to our Medical Director Dr. Anica Naprta. Dr. Anica's husband, Boris, died at the CHH a week ago.

Chairperson's Report

Elizabeth Cote

- Board Sharing

Elizabeth asked for feedback on thoughts on gathering in person for our June meeting. Who might want to meet in person? She asked everyone to think about it.

Marcia stated "the sooner I can get back to normal, whatever makes sense, as long as it's safety normally." Sandy and Jolie agreed.

Stephanie's thoughts were that the summer is good weather; the local degree of Covid is low. Still we need to be very aware of the CDC guidelines. No buffets, everyone wearing masks. We don't know the duration of immunity, it might be a year and we might need a booster.

Tina stated that she had the great honor of attending the presentation that Steph gave to her rotary. Stephanie will be repeating the presentation this Friday for all staff, volunteers and board members at 3:00 via Zoom. Tina encouraged all to attend.

Committee Update

- Development Ken Bridgewater/Tina Andrade
- Tina had nothing new to report. It's a busy season; she is still getting money from Annual Spring Fund. Everyone is working hard on getting corporate sponsors for golf and the Champagne Luncheon. She is booked for golfers.
- Champagne luncheon in person looks like it's ON!! It will be on Sunday November 7th.
- Pat Bernini gave a quick pitch for the Marketing Committee:
 - How to communicate more effectively? By posting interesting and relevant stories on social media. We can tell personal stories or experiences of our friends.
 - Spend a little time and help Amber to implement this.
 - Pat related her own story of hospice and her Dad who was diagnosed with dementia. Before social media getting any information was challenging. He went to the hospital and then to CHH. The key word: Dementia would bring others to CHH. Keep in mind, your own story.

Elizabeth thanked everyone for participating. Next time we would like everyone to get on at 3:45 if possible, allowing more time for socialization before the meeting.

Motion was made by Ken and seconded by Rolf to adjourn the meeting. Elizabeth adjourned the meeting at 5:41 p.m.

Respectfully submitted by: Dyan Parker, Executive Assistant

Reviewed and approved by: Dee Pringle, Board Member, Secretary