

Working Group Meeting
Gadsden Hospital, Inc. Board of Directors and Gadsden Community Health Council
Minutes

December 20, 2011

5:00 p.m.

Gadsden County Edward J. Butler Governmental Complex
Quincy, Florida 32351
9-B East Jefferson Street, Quincy, Florida 32353
2nd Floor Conference Room -210

Present: Maximo Martinez, Executive Director Gadsden Health Council
Sarah Hinson, Chair of Working Group
Bud Wethington
Frederick Dudley
Arrie Battles
Joy Anderson
Rhonda White
Maria Pouncey

Absent: Jeff Lawson
Shaia Rene' Beckwith - James

1. Welcome

Maximo Martinez opened the meeting and asked that each member introduce themselves. He then informed they would be electing a Chair for the Working Group at this meeting.

2. Election of Chair

Fred Dudley:

I've been giving some thought since our last meeting and I know our next item is the election of Chair. I'm not a medical person; in fact I'm probably the last person you want to show any blood to. As I try to think about what I see as the mission here, I may be off on my mission. It seems to me it has to be driven principally by the types of services that are needed and those are healthcare related services. What drives them there is what we need in terms of staffing and then what we need in terms of equipment. May be I should back up; maybe what we need in terms of health screening, from real simple to the more detailed? What are the needs of the community, vision, hearing, then pick the right personnel? Ultimately a decision we are talking about at the joint meeting, is what kind of equipment we need including motorized equipment to fill those slots. I was talking in terms of perhaps a van that would be suitable. It would have room to load the necessary equipment including, portable equipment. Also a window van, so

personnel could be transported. Which is a pretty good way to be at this location, this day and at this time? Let's get everybody there and the supplies to go with it. If any of that makes sense, if not I'm sure you will tell me. I would like to nominate our Healthcare Practitioner, Sarah Hinson to chair our Healthcare Task Force Group.

Rhonda White:

Second

Martinez:

There is a motion, does anyone else have nominations.

Arrie Battles:

I was leaning toward Healthy Start Coalition, because she is all over the place. I love Mrs. Hinson, but she is sort of stationary at the Clinic.

Dudley:

What I was thinking of is someone that has the medical knowledge first. There is no doubt there are other components here. Certainly knowing the community is essential. It seems to me that now we're talking around this Board is what we need to assemble by way of staff. Certainly first and foremost, we need people that are moving around the community. Like yourself for example, to serve maybe on a subcommittee or whatever. Here are our greatest needs and here are the locations we need to hit first. Here is sort of a priority of areas we need to go. I am assuming that we would also try to decide what age groups, children first 1-4. I am speaking beyond my expertise at this point, but I don't disagree with Mrs. Battles. I would feel more comfortable with someone that has the medical knowledge. The Chair should be someone to help lead our discussion with the types of screening needed, types of equipment, supplies and also the staffing.

Joy Anderson:

I have a question. It doesn't matter to me at all who chairs the committee, because I believe everyone here will definitely voice their concerns. The point you made in regards to what type of screening and equipment types needed, I guess I'm not certain if there is an idea already in mind. Which directions are we headed, because it sounds like we already know where we are going. Now we need to find out what is needed to do that. I thought the whole premise of the group is to decide where we are actually going with this.

Maria Pouncey:

I agree, we need to come to a consensus on what we are going to do, which direction we want to go. Then we get into the little details later that would entail cost or what do we already have in place. As Chairperson, basically they are going to be the spokesperson for the group to present to the Commission as to the direction we want to take.

Dudley:

Whatever we end up doing by way of direction we are delivering healthcare services, to somebody at some level somewhere.

Battles:

I'm not disagreeing with you about Mrs. Hinson being the healthcare person. Once the group decides where we are going, our purpose and which group we are going to serve first and the age group 1-4. How many agencies do we have working with that group right now? How many are working with the women, who are not child bearing age 45 and up?

Hinson:

I don't think he just mentioned from that service that we are delivering and age group.

Battles:

I was seeing Mrs. Hinson as the person who actually, when we get the nuts and bolts together, drives the train and says we need this, this and this on demand. The rest of us can say Tim buck Two community needs shots this month and Mrs. Hinson would assign somebody to the group to service that community, that's what I was thinking, an advisor.

Dudley:

I think the Chairperson of this Taskforce is the one we want assigning and directing. It may be our director of the Health Unit; it may be the Healthy Start. I don't think we have made those decisions yet.

Rhonda White:

Is this an Advisory Committee or a Working Group?

Martinez:

It's called a working group and the purpose of this group is to brainstorm. Once this body decides who they elect as Chair, they will respond to questions as needed. I'm out of this discussion, you guys can discuss it.

Dudley:

We really don't need to spend a lot of time electing a Chair. Let me call the question, if the motion fails then we can take more nominations, draw short straws if you want to.

Anderson:

I was just trying to make it clear my understanding is we are actually trying to decide what to do with the money. When we get down to talking about the needs, that expertise would come from that.

Pouncey:

There is a motion on the floor.

Dudley:

Let's close the debate and take a vote.

Martinez:

So are you guys ready to vote, those that are in favor of Mrs. Hinson to be the Chairperson of this Working Group, please signal by saying aye, opposes say nay (No response). Motion carries.

UPON MOTION BY SENATOR FRED DUDLEY AND SECOND BY RHONDA WHITE, THE GROUP VOTED 6 – 0, BY VOICE VOTE, TO VOTE MRS. SARAH HINSON AS CHAIRPERSON FOR THE WORKING GROUP MEETING WITH REPRESENTATIVES FROM THE GHI, INC. AND THE GCHC BOARD OF DIRECTORS.

The meeting was then turned over to Chair Hinson and she asked for any ideas from the working group.

3. Discussion

Chair Hinson asked had anyone put any ideas or suggestions together for the money that we do have for the County, the Half-Cent Sales Tax.

Joy Anderson commented she had put some thought in what could be proposed for the Half-Cent Sales Tax Funds. She said based on her knowledge what was put in the referendum and what was put in the community in an attempt to try and get votes was there would be some type of mobile unit for the Community. I'm very much in favor of that, but we do have to think about operation of the mobile unit and the cost associated with mobilizing the unit. She also discussed how long they would be able to sustain that mobile unit with this funding. She mentioned they had discussed with the Health Council a Mobile Unit that currently resides in Jefferson County not being used and they were looking for a partner to mobilize that unit. It would give an opportunity to stretch the funds further because the thought before was that they were attempting to purchase a Mobile Unit. She added she was not sure what the cost associated would be. She suggested they research and see how much it would cost to actually obtain the Mobile Unit jointly with Jefferson County. At this moment Jefferson County was not utilizing the unit or no one in this region. She ended by saying she didn't know whether it was

something to look at doing on a full time basis or something you are trying to do on a part-time basis. I think it would be beneficial to the community as a whole and we have to keep the community's best interest at heart. She said if the mobile unit is up and running then the question would be what type of services would be provided also when and where.

Senator Fred Dudley responded by saying he does not disagree that some type of mobile unit is needed to reach people. He visualized a mobile unit, but had concerns with how many people would be transported, what kind of equipment and if that's a quarter-million dollar motor home. I can tell you, I have owned one and you don't have enough money in the budget to maintain it. They are horrible and get about 5 miles a gallon. They are made for sleeping, with bathroom and shower facilities. I don't know if we need shower and overnight facilities. I'm suggesting we keep the option on the table and get the cost to use, operate, insure and maintain. We first need to decide the level of service we initially would like to provide and then figure out what type of motor vehicle is needed.

In response to Mr. Dudley's comment, Ms. Anderson stated the mobile unit is equipped with hearing, vision and screening equipment already. She stated it does not have sleeping quarters. She suggested it would be beneficial to set up a viewing for the mobile unit. She believed it would serve the purpose of what they were trying to accomplish.

Senator Dudley inquired how many hours of the day would the mobile unit be used? I don't know enough about visual and screening or what equipment it will take. Can it be stored in the van, or stored in a closet and used 2 or 3 times a week? It may sound good to use a motorized vehicle on the road 6 days a week 12 hours a day. I don't know if our budget can sustain if we used the motorized vehicle. He did a comparison of the motorized unit to a house saying he would not like it designed until he knew what was going in it.

Ms. Anderson commented she felt it would be a part of the brainstorming process to talk about staffing the unit and services that would be provided on the unit. Some of the services provided could help generate funds. If you provide Medicaid billable services on the mobile unit there would be revenue coming back in on that side.

Mrs. Hinson said she had a discussion about the mobile unit and one was operational for 10 days per month for Gadsden County and Jefferson would use the remainder. What Jefferson was willing to do with the Mobile Unit, if we could staff the ARNP or LPN and \$10,000 for the maintenance they would take care of all other expenses.

Rhonda White stated they are looking at it from a Public Health side and the services that we currently provide with Public Health and location. She said their thought process was the services would be provided to people that don't have a way to get to the main location. If you just look from the Public Health side services like immunizations, STD screenings, school health

physicals those are services that we already provide and with the mobile unit we would be able to provide in someone's community.

Ms. Anderson expressed concern with the Health Department's limitation as to what they could provide. In Mr. Jeff Lawson's absence, she inquired would North Florida Medical Center want to be a partner to take on the extensive healthcare part. She said for example, what you will run into by going out in the communities doing the STD Screenings, Immunizations, etc is individuals who want additional services that the Health Department cannot provide. She said if you are looking at 10 days a week, 5 of those days could be staffed with people from the NFMC going out doing services instead of them all being from the Health Department. She said that you would be looking at the comprehensive.

Mrs. White said what they were thinking of on their end, if they could fund the staff to do the mobile unit for a year, that's like two weeks per month. We would need to realistically know how much it would cost. Can we sustain it, without a little up front guarantee that we could run it for a year. I don't believe you will have enough data to know. I guess what I'm talking about is a pilot run.

Senator Dudley expressed when it is presented to the County Commission it may make more sense, here is what we are proposing, but we are also suggesting it be a one year run to begin with, so you can gather all the data. Once we know what our needs are in terms of, one thing we all agree on is we need mobility, to reach everyone we need to reach. He said he thought the idea would be to service people without transportation.

Mrs. White said with the pilot we don't want to provide the same service to the same people just in a different location. You would want to expand the service base to additional people that aren't receiving services. By doing a year's worth of services you can tell whether you are getting new people or servicing the same people.

Mrs. Battles asked who would decide what community the mobile unit would visit.

Mrs. White replied she would think that if the Board of County Commission is funding this project it would have to have operational teams, to set the schedule and manage the schedule.

Mrs. Battles discussed the importance of advertising services offered on the mobile unit throughout Gadsden County.

Mrs. Hinson stated that is why with the position, the person has to understand they have to be flexible.

Senator Dudley commented he had sent an email to Mr. McKinnon expressing they should have someone of the ministerial association because, one thought he had was in all of these communities they have churches. I would assume most of these churches have meeting rooms. For example, we could say if we are coming in for a day here is where we are going. This is where we can get the information or word out to the community.

Mrs. Battles said it is a good idea, but in most black churches, pastors do not live in Gadsden County. Her suggestion was you could go into the communities and find the gatekeeper of the community, who knows everyone in that community who could take advantage of the mobile unit.

Mrs. White expressed to the Working Group when the Closing the Gap Program rolls out in the next 12 months the Gatekeepers of the community (Ambassadors) could identify the people for services this could be a mechanism that delivers some of those services.

Mr. Wethington asked if they could reiterate what Jefferson County was expecting.

Mrs. Hinson replied that Jefferson County is expecting for our County to provide the ARNP, LPN and \$10,000 toward the repair and maintenance for 12 months.

Mrs. White said that estimated the cost for 12 months would be \$118,900.

Senator Dudley commented it could be a deal and if it would afford us the opportunity to find out what the needs are out there, what type of test we might need to add, therefore what additional equipment would be needed.

Mrs. Hinson for a point of clarification stated Jefferson would bring some items to the table also; this is a proposal of what we are willing to bring.

Senator Dudley said they also could look at vehicles in our County that could be used and if so what it would cost to operate, but \$400 a week for maintenance for that type vehicle could be a bargain.

Ms. Anderson reiterated the factor of the Medicaid Reimbursement.

Mrs. White stated you would really need some experience personnel to know how much reimbursement you are really going to be able to bill.

Mr. Wethington inquired about supplies for the mobile unit.

Mrs. Hinson noted that if the Health Department is the primary staffer, materials for the mobile unit would be provided through the Health Department.

Senator Dudley asked about other staff, with the two nurses that will be on board the mobile unit staying busy, would it require a clerk to help individuals fill out paperwork.

Mrs. White said they have it laid out where they will pay for the LPN at (.50) Salary and Fringe for 12 months at \$14,500 and Jefferson would pay the remainder. She stated the greater contribution would be the salary of ARNP at (.75) Salary and Fringe for 12 months at \$94,500. (Attachment-[Gadsden County Health Department - Funding Request](#))

Mrs. Pouncey commented she has seen and participated with several mobile units. They have always had to have more than just the two. Depending on where you go sometimes you get all the people that have never been to a doctor. She said she has witnessed anywhere between 4 or 5 folks. She said the minimum employees staffed on a mobile unit she has seen has been 3. She also noted it was in addition to the community agencies helping.

Mrs. White said there would need to be discussion to see who else needs to be at the table.

Mrs. Hinson stated that the proposal is what the Health Department is willing to bring to the table. She commented that NFMC may also bring someone aboard.

Ms. Anderson expressed you are asking for this based on the Health Department utilization of the mobile unit for 10 days per month.

Mrs. White reiterated that it was written from a Public Health perspective.

Ms. Anderson said that the reason that she is asking is because the salary listed is based upon the Health Department having it for 10 days. She stated that her question then would be if the Health Department had the mobile unit for 5 days and someone else the other 5, would you be inclined to cover the ARNP?

Mrs. White replied that the ARNP would be a Health Department employee and there are some services that won't be offered. If the primary care unit wanted to do additional expenses then they would provide some of the salary, I would think.

Ms. Anderson commented the reason I asked in that manner is because this is the discussion of what you had with Jefferson County already.

Mrs. White replied yes, it would get the van in our community for 10 days per month. She said Jefferson is bringing the van to the table and they would like for us to provide the staff, so we

could utilize the van in the two counties. She stated that would be our contribution as a County to the partnership.

Ms. Anderson brought up concerns about figures related to staffing. She inquired would Gadsden be paying the salary of the ARNP the 5 days that it would not be used by Gadsden County.

Mrs. White replied they would.

Ms. Anderson said for clarity her question is that if the NFMC is going to use it for 5 days would you still pay the Health Department's portion of the ARNP.

Senator Dudley stated they need to first be comfortable with the 10 days. He stated they should start at the foundation, what are the medical needs of the outlying communities. He also noted what services would have priority.

Ms. Anderson discussed the importance of follow up screening and how beneficial the clerk or 3 person on the van could be.

Senator Dudley inquired about a driver for whatever is purchased.

Ms. Anderson commented there is no special requirement, anyone can drive the vehicle. She said the resource person normally drives you to the location and they begin working in the area when they arrive.

Mrs. Hinson at this point asked for other suggestions beyond the mobile unit.

In response, Ms. Anderson said she felt they definitely felt they should offer some type of mobile services. Her question was it internet ready to help with the follow up.

Mrs. Henderson replied the vehicle comes with Wi-Fi capability.

Mr. Martinez interjected as a point of guidance they have to give the other agencies the opportunity to review the proposal and any other proposal that may come up, so everyone has had a chance to review all the recommendations. This group will vote on what they feel comfortable with. He said the Chairperson would present to the GHI Board of Directors and the GCH Council then present to the Board of County Commissioners.

Senator Dudley commented he would like to see every agency represented on the Council.

Mr. Martinez said the intent to present to both once this group decides which they are going.

Senator Dudley asked, what is the primary service we would offer for example would be STD's and diabetes?

Mrs. Battles stated everyone in the community has their own needs, each is different.

Mrs. Hinson also noted from the Public Health view it would be screenings.

Mr. Martinez stated NFMC or Capital Regional may want something totally different and we need to give them a chance to present if they want.

Mrs. Pouncey commented the Health Department, public health sector, would screen and discover these individuals and make sure they get to the appropriate location. She reminded the group of NFMC statement that if the individuals could be sent to them they were willing to give vouchers to transport them. She said she didn't feel they would be willing to put someone on the van unless it could be an outreach person.

Mr. Martinez said the group should give them the opportunity to present their proposal and then go from there.

Mrs. Hinson stated the mobile unit was one of their suggestions and she then presented their plan to: Renovate the Gadsden County Health Department Quincy Location, to improve their services which she stated they just acquired.

Mrs. Pouncey expressed she would like to go back to the beginning of what was proposed with the initial ½ cent sales tax. She reminded the group that they stood out there and made a commitment and we at least need to try the mobile service before we put the monies in another place. She said that way they would be able to keep our heads up and say we tried. She also noted the citizens would remember what they said when they were attempting to get the ½ sales tax passed.

After further discussion from the Board, it was decided it was a good starting point by attempting to get the mobile unit in Gadsden County. Further details would be needed from Jefferson County, such as what they are expecting from Gadsden County and what they will offer as a partner. A breakdown of monies and services as well where all the monies would be coming from and total cost.

Mr. Martinez asked that Chair Hinson make available the Health Department's proposal to North Florida Medical Center, Capital Regional and Tallahassee Memorial as soon as possible because those are the people who would provide primary care. He noted all the stakeholders need to be in agreement.

Senator Dudley I liked to require Jefferson to give us advance notice 60 – 90 days for termination. He suggested the two counties enter into an inter-local agreement.

Mrs. White said they are attempting to get the mobile unit on the road and put it to use and partner with another County or agency. She also noted they both are a part of the Department of Public Health under the Department of Health and what they can do is a partnership agreement with each other.

Mrs. Pouncey inquired about a clear cut of what the actual cost is. She asked when was the Working Group was to go before the Commission.

Mrs. Martinez commented the Working Group would go before the Board on the last Tuesday in January 31, 2012.

Mrs. Hinson said that would give them time to get proposals for the other two groups TMH and NFMC.

4. Future Meeting Dates

The next meeting date, after further discussion by the group was set for January 9, 2012 at the Capital Regional Hospital, Gadsden Memorial Campus (Board Room) at 5:00pm.

There was a suggestion the mobile unit from Jefferson County be brought that day for viewing.

5. **Adjournment**

THERE BEING NO FUTURE BUSINESS TO COME BEFORE THE BOARD THE GHI BOARD OR GCH COUNCIL, THE CHAIR DECLARED THE MEETING ADJOURNED AT 6:22 P.M.

Sarah Hinson, Working Group Chairperson

ATTEST:

Beryl H. Wood, Deputy Clerk