

**WEST VIRGINIA RURAL HEALTH ASSOCIATION**  
**Board of Directors Meeting – Phone Conference / Braxton RHC**  
**Thursday, December 17, 2009 Time: 10:07 a.m.**

**Members Participating:** Lew Holloway, Sandra Pope, Sharon Giles, Mary Huntley, Dave Brown, Dave Sotak, Jeff Graham, Amber Crist

**Not Participating (Absent):** Norma Bowyer, Hilda Heady, Sally Richardson, Laura Welch

**Guests:** Jacquelynn Copenhaver

Agenda Items	Discussion	Board Actions
<b>Call to Order</b>	Lew Holloway called the meeting to order at 10:07a.m.	
<b>Roll Call</b>	There were 9 members in attendance and 4 members absent Mary Huntley agreed to take minutes.	
<b>Minutes</b>	Minutes of the November 19, 2009 meeting were reviewed. Lew asked to consider removing names of Board members who were nominated but did not meet the deadline for submitting a nomination form. Members discussed that there was a fair amount of detail related to the budget in the November minutes. This kind of detail is not usually noted in the minutes. Future minutes do not need to contain this kind of detail.	Motion to accept the minutes (Jeff Graham with second by Dave Sotak) Motion passed. Minutes approved.
<b>Treasurer's Report</b>	Treasurer's Report was given. Board discussed NRHA's annual grants to state associations. NRHA still has some monies remaining for technical assistance to state associations from 2008. Lew will inquire to see if we can still apply. There is \$9,030 remaining from rural health forums. Discussed income from state rural health conference's silent auction held at Glade Springs in October – Association received \$1,616.50, but there may be at least one more expense that needs to be recorded. It appears that net will be around \$1,200 once expenses are paid according to Jeff. Positive monthly net income was \$2,173.77 and there is a cash balance of \$40,835.00.	Motion made by Dave Brown and seconded by Sandra Pope Motion passed
<b>Consultant Report</b>	Jacquelynn gave a report on several items – (1) Membership. She asked members to provide names of additional organizations to be contacted that might be interested in joining state association. Several suggestions were given – Higher Education, WV Medical Institute, WV Nurse Leadership Institute, Long Term Care Providers, Technical and Community Colleges, etc. Jeff announced that the Free Clinic Association would be joining in the near future. Dave B. said that he and others are still working on getting a listing of the Technical and Career Colleges. Dave B. also informed members that a new Health Professional Workforce web site is being developed. (2) Newsletter. Discussed including information about upcoming state legislative sessions. Members suggested that Jacqueline contact Tom Stevens about legislative updates. Tom provides ongoing email newsletters throughout the session.	

	<p>Dave B. suggested that next newsletter include up-to-date information on federal healthcare reform particularly focusing on “increased access to health care for all WVs”. It was suggested that NRHA, Perry Bryant or Senator’s Rockefeller’s web site be used for background materials. Also discussed profiling a program or rural health organization in next newsletter. Mary H. suggested profiling WV Nurse Leadership Institute or WV Rural Health Policy Institute. Members discussed putting newsletter on website each month as opposed to paper copies being distributed. It was felt as we mature and get in place, the newsletter can be moved to the web site only. Also discussed sending out email alerts more often. Jacqueline indicated that our web site support person has indicated that this can be done without additional cost. She also discussed the development of a “member only section” on the web site. Webmaster consulting can also create and will be easy to do. (3) New Member Voting. Jacquelynn encouraged everyone to vote. Ballot was mailed on November 30<sup>th</sup>; voting closes on December 31<sup>st</sup>. Only 10 people have voted so far. (4) Filing Non-profit paperwork. Mary H. and Sharon G. asked that Sherri Ferrell (WV Primary Care Association) come back to the Board to discuss in more detail to let group know about fees involved in filing.</p>	
<p><b>Old Business:</b></p>	<p>Lew reported that he had completed and forwarded to Board officers and members a copy of the NRHA technical assistance grant. The application was very similar to last year’s submission. Requests focus on paying for consultant and the total was \$9,500. There is not submission date yet for the supplemental grant. There will be only \$20,000 available nationwide in 2010. The state association received \$5,000 in 2009. Board members discussed that the 2010 grant needs to focus on increasing membership and membership development. Board members will need to pass a resolution passed to make application. Lew will send out revised version of the resolution. Dave B. proposed a motion to the board that we continue with technical assistance funding in 2010; Mary H. seconded Dave’s motion and the Board unanimously voted to continue.</p>	
	<p>Sandra Pope reported on Rural Health Conference and Conference Committee. Patricia Crawford is the Chair of the Committee. She is still reviewing comments but has reported that the 2009 conference was well received and had good attendance. The conference committee is still reviewing expenses. There is another conference committee meeting in January 2010. It was suggested that there might be a board development track added to the conference in 2010. Sandra P. suggested that our state association appoint a “designated official” to the committee. It was agreed that Sandra P., Dave B. and Laura Welch would represent the Association on the conference committee. Sandra P. will email Patti Crawford to let her know official</p>	

	representation. Jeff reported that there was some concern expressed about minimum bids at the silent auction. He said he would take care to fix this issue next year. Also, someone expressed concern that Glade Springs did not make a donation to the silent auction this year. It seems that Glade Springs needs 30 days notice prior to the event to be able to donate items.	
	The Office of Community Health Services has reported that 51 individuals either joined or renewed WVRHA membership through the state rural health conference registration process. Jacquelynn will analyze who has renewed and who has not and she will address.	
<b>New Business</b>	Rural Health Policy Institute. Lew reported that he is arranging for WV hill visits during the Rural Health Policy Institute that is being held in Washington, D.C. on January 26, 2010. He would like to know names of who is going to hill upfront because he will report to legislative delegation when he arranges meetings. Also, he wants to know what issues/items are important to WVRHA that can be discussed when these visits are made. Eight to ten individuals attended last year. Board discussed several issues including: the need for more primary care doctors and nurses /workforce issues.	
	Consultant Contract. Lew discussed with Board members the need to renew Jacquelynn Copenhaver's contract in 2010. He proposed that the contract begin on 1/1/10 and continue through June 30, 2009 at the same rate for 16 hours per month not to exceed \$20,000.	Motion made by Sandra Pope and seconded by Dave Brown. Motion passed.
	NRHA Association Status Grant Application. Lew reported that NRHA has asked us to submit a grant application and he did submit with board input.	
<b>Open Discussion</b>	Sandra Pope (on behalf of Sally Richardson and the Board) presented Lew Holloway with a plaque and recognized him for his hard work as President of WV Rural Health Association. Everyone congratulated Lew for his commitment to rural health in West Virginia.	
<b>Committee Reports</b>		
<b>Membership</b>	Presented by Sharon Giles. No report	
<b>Communications</b>	Presented by Sandra Pope. No report	
<b>Fundraising</b>	Presented by Jeff Graham. Jeff still has a few more checks and items to come in from	

	the silent auction.	
<b>Nominations &amp; Election Process</b>	Presented by Lew. Elections are ongoing until end of December.	
<b>Policy</b>	Presented by Nothing to report.	
<b>Adjournment</b>	Meeting adjourned at 12:50 AM	Motion by Sandra Pope and seconded by Dave Sotak

**Future Meeting Dates:** Thursday, January 21, 2010