

## HCAB Minutes from March 20, 2014 Meeting

**Present:** Charlotte Mitchell  
Myra Rolerson  
Michael Kerr  
David Runnion-Bareford  
Janice Harmen (Alternate)

**Absent:** Brenda Thomas  
Sharon Ashley  
Linda Gillies  
Maura Michel

**Ex-Officio Members Present:** Gordon Murphy, PA-C  
Rhonda Shand, Administrative Coordinator  
Dr. Steele, Sponsoring Physician  
Janet Anderson, Administrator

Meeting called to order at 3:45pm by Chair C. Mitchell when a quorum was established.

### Minutes:

Motion to approve the Minutes of January 16, 2014 regular Meeting as presented, approved.

### Health Center Director Report:

The following reports were discussed then approved:

1. Quality Assurance Semi-Annual Report of 3/3/14.
2. Quality Assurance Semi-Annual Meeting Minutes of 2/20/14.
3. Chart Audit Results *NOTE: Recording pediatric height and weight mandatory.*

### Health Center Administrator Report:

1. Janet reported that the Health Center has signed up for HealthNetInfo which allows the PA's to share medical information in a read-only format.
2. Janet said that they will be collecting data on Electronic Health Records (EHR) and will seek out assistance with this. This will be an ongoing process. We do not know how much this would cost, and started last year by putting \$10,000 into a Capital Reserve fund and hope to add another \$10,000 in FY15 budget.
3. Janet handed out a questionnaire to Health Center Staff on what's working and what isn't.

### Old Business:

1. Health Talk: Allie scheduled a talk at the Library on April 6<sup>th</sup> with an acupuncturist.
2. Form on Tick Bites: Allie not available to discuss.
3. Health Coach from Monhegan: Maura not available to discuss.

### New Business:

1. Notes from 2/19/14 Round Table Discussion on Social Services were discussed.

Adjourned: 4:20pm  
Respectfully submitted,  
Janet Anderson

*NEXT MEETING: MAY 15, 2014*