



NOVEMBER 9, 2013 BOARD MEETING MINUTES

BOARD PRESENT:

Bruce E. Gould, MD, FACP
Emma Zavala-Suárez, JD
Hugo López-Gatell Ramirez, MD, MS, PhD
Joan Combellick, CNM, MS, MPH
Kris McVea, MD, MPH
Robert Moore, MD, MPH
Rosemary Sokas, MD, MOH

BOARD ABSENT:

Andrea Caracostis, MD MPH

STAFF PRESENT:

Deliana Garcia
Elaine Penn
Karen Mountain

MINUTES:

I. Greetings

Dr. McVea stated that we have two main issues to focus on today – the role of the board and fundraising. We'll also cover the consent calendar and how to make the most of our time together at the January Board meeting and retreat.

II. Consent calendar

Dr. McVea asked for any questions regarding the consent calendar. Dr. Sokas asked if the May board meeting agenda could be attached to the minutes because it doesn't make sense alone. Dr. McVea also asked if the board meeting minutes could be saved in the folder corresponding to the actual date of the meeting. Ms. Mountain agreed.

Dr. McVea explained that the revised conflict of Interest policy is one policy that is a part of an ongoing policy review process and that the policy had been reviewed by the Executive Committee and recommended for approval

Dr. Sokas moved to accept the items in the consent calendar with the given additions. All board members present voted in favor.

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Ms. Combellick moved to accept the financial statements. All board members present voted in favor.

III. Role of board / fundraising

Dr. McVea noted that the board identified the following as priorities:

- Promoting MCN's services in home communities
- Articulating a research agenda
- Giving presentations at meetings
- Helping to interface with partner organizations
- Inviting junior staff to board member organizations
- Working on the development plan

Dr. McVea stated that the board picked projects that would benefit MCN but are lacking specific metrics and individual action items. Purpose today is to take a minute to go through each item and create metrics and action items.

Promoting MCN's services in home communities.

Dr. McVea asked if it would be reasonable to each member to commit to a certain number of contacts. Ms. Combellick said that one contact over the next two months would be reasonable. Dr. Sokas asked what type of contact is involved, and the general consensus was that it could be a formal presentation or an informal exchange of information. Ms. Garcia and Ms. Mountain noted that there are informational materials available for board use on the board forum. Ms. Mountain will ensure that those materials are distributed to all board members.

Dr. McVea asked if everyone could commit to introducing MCN to one contact if they haven't already done so this year. All agreed, and will document via verbal report at the next meeting. Dr. Moore noted that it would also be helpful if an MCN staff member could check in with board members 1-2 weeks before each board meeting to ask what's been done.

Articulating a research agenda.

Dr. McVea noted that this item was delegated to a sub-committee consisting of Dr. Sokas and Dr. Lopez-Gatell. Dr. Sokas said that Dr. Lopez-Gatell has done some separate work but they haven't met as a sub-committee.

Dr. Moore offered that he met with Jillian Hopewell the day prior and discussed a potential research question regarding the degree to which ACA implementation,



PCMH, and EMR have distracted providers from migrant care. Anecdotal evidence would suggest so but they are working on a survey for California providers.

Dr. McVea suggested making time to discuss this topic with staff members at the retreat in January, and all agreed. The goal would be to articulate a research agenda so that board members can help engage potential partners. Dr. Moore and Dr. Sokas noted that there are three potential categories for a research agenda – services, clinical actions, and primary prevention.

Ms. Mountain stated that MCN is in the process of developing a grant to submit to ARC with the New York Center for Agricultural Medicine and that Amy Liebman will be reaching out to Dr. Sokas for feedback because the grant is EOH related.

Dr. McVea asked if MCN staff could develop a first draft of the research agenda to then discuss with board members at the retreat, and Ms. Mountain agreed.

Inviting junior staff to our organizations.

Dr. McVea asked how to measure these efforts so far, and how the board can be more supportive. Ms. Mountain thanked the board for their efforts in this area so far. Recently, Ms. Zavala-Suarez hosted Jennie McLaurin and an intern, Dr. Moore met with Jillian Hopewell and hosted 5-6 of our staff members who were in California for a conference, Ms. Combellick hosted 3 staff members at her home and was shadowed by a young staff member interested in midwifery.

Working on a development plan.

Dr. McVea asked to review development plan action items from last board meeting.

Ms. Garcia noted that Charlotte McCann developed the letter requested by Dr. Gould to introduce MCN to his colleagues as a prelude to fundraising efforts.

Dr. Moore contacted the California Endowment, which is not currently working with any migrant communities in California. Best possibility would be to submit a grant highlighting Health Network as a “disruptive innovation” and offered to provide feedback on such a narrative. Ms. Mountain said that writing would fall to Ms. Garcia or Ms. Hopewell.

Dr. McVea brought up the end of year campaign, and all agreed to set a goal of having 100% of board members donate. Ms. Mountain asked if board members would be willing to follow up with former board members to solicit donations, and all agreed. MCN staff will write a letter and create a share-able document (i.e. Google doc) so that no one is contacted twice. Dr. McVea suggested a goal of contacting 40 of the former board members, and all agreed.



IV. Next meeting in January

Dr. McVea noted the importance of using in-person time effectively. One thing that needs to be discussed is future board membership. Ms. Garcia explained the board terms document and stated that the decision needed now is who will act as Chair and Chair-Elect for the next two years. Also, who will be Treasurer as of May 2014? Dr. McVea asked all to reflect amongst themselves what their ongoing commitment to MCN can be and be ready to discuss in January. All in agreement.

Dr. McVea noted that at least one hour will be required to discuss the research agenda. Other agenda items can be submitted to Dr. McVea via email. Board also requested brief updates from key staff members, and Dr. Sokas requested detailed information on the Combined Federal Campaign, including the end date (if it has happened yet) and any specific outreach that occurred.

Further planning will take place at the Executive Committee meeting in December.

Meeting adjourned.