

2024 HCC BOD Schedule

-3rd Wed each month

-8:15-9:30am Zoom Video Platform

-In Person Annual Meeting of the Board in May

Q1:

January (1/17)

- Program Presentation – Mental Health (Megan)

February (2/21)

- Budget:Actual Review
- Q4 Quality Assurance Report-Chris

March (3/20) – **Strategic Plan Review**

Q2:

April (4/17)

- Program Presentation - Senior Services/CarePanion (Jennifer)

May (5/15) -- **(Annual Meeting of the Board & Board Retreat– in person)** – Times and Location TBD

- Budget:Actual Review
- Q1 QA Report-Chris

June (6/19) *****Tentative Date due to possibility of Juneteenth Holiday**

- **Strategic Plan Review**

Q3:

July & Aug– off

September (9/18) – **(Summer Meeting 3 – 5 in person)** – Social afterwards TBD

- Budget:Actual Review
- Q2 QA Report-Chris
- **Strategic Plan Review**
- **Annual Compliance Training**

Q4:

October (10/16)

- Program Presentaion - Health Home (Kristy)

November (11/20)

- Budget:Actual Review
- Bonus approval
- Q3 QA Report-Chris

December (12/18)

- **Strategic Plan Review**
- Budget approval

Notes:

- Meetings scheduled for the 3rd Wed of the month at the same time
- Annual Meeting of the Board scheduled for May, followed by Board Retreat
 - This could be a short Board Meeting to review and accept charters, policies, hold elections, etc.
 - What might be the purpose of the retreat (for consideration).
- Consider content of meetings
 - Do you still want a quarterly report on the strategic plan?

- Will require Board engagement and for Champions to complete updates
- Do you still want the program directors to report?
 - Same or different Content (see current framework below)
- Compliance Officer only needs to report to the Board once a year according to the 521 Regs
 - Would you like increased frequency?
- Consider other regular standing items and content.
 - What is useful, what is not?

Framework for Program Presentations:

- Kick off with brief program overview
- Discuss census YTD vs. budgeted census YTD
 - Census = volume/visits/encounters/members; based on budgeted 'volume' for each major program
 - Where are we volume-wise compared to where we thought we would be, whether a budgeted amount, vs. last year, and/or vs. prior months.
- Discuss recent achievements
- Discuss current and future goals
- Discuss current and future challenges

The below needs further review and edits (disregard at present)

**Finance & Audit Cmte Meeting:
(Chair: Raj Members: Howard, Chris)**

February 2/10 8-9am – review Q4 budget results

May 5/19 8-9:30am– review Q1 budget results; Review Draft CFR and Financials

- Note: This meeting occurs after the BOD meeting (Q1 budget results will be presented to the full Board at the June meeting)

August 8/11 8-9am – review Q2 budget results

November 11/10 8-9:30am – review Q3 budget results; review bonus; auditor next year planning presents

December 12/15 8-9am– review next year's budget

**Investment Cmte Meeting:
(Chair: Raj Members: Howard, Chris)**

Dates TBD based on need. Plan for 2023 to review Financial Advisors and make a selection.

**Marketing & Development Cmte Meeting:
(Chair: Frankie Vice Chair: Lou)**

Dates TBD based on need.

Strategic Planning Committee (ad-hoc cmte):

(Members: Howard, Chris, Sue Consultants: Greg, Marta Staff: CEO, Leadership Team)

March 3/3 9-10:30am

June 6/9 (at Board Retreat)

Aug 9/8 9-10:30am

Dec 12/8 9-10:30am

DRAFT