



Healthy Start Coalition of Jefferson, Madison & Taylor Counties, Inc.

**Board of Directors Meeting
Monday, March 4, 2024, at Noon**

Board Members Present: Linda Jones, Brenda Newman, Eddie Cullaro, Margie Evans, Willie Ann Dickey.
Joined via Zoom: Marlesa Wigfall, Kristy Anderson, and Brenda Carlton.

Staff Present: Donna Hagan-Executive Director, Cindy Hutto, Brandi Turner, Lizz Schmidt, Laura Blue, and Tori Taylor.

- I.** **Call to Order:** Board President, Linda Jones called the meeting to order.
- II.** **Consideration of December 4, 2023, minutes:** Eddie Cullaro made a motion to approve the minutes and it was seconded by Brenda Newman. Motion was approved.
- III.** **Review of Financial Statements July 1, 2023 – January 31, 2024 –** Donna provided the January Statement of Financial Position, noting for the Board the importance of the growth of Net Assets and clarifying the Deferred Revenue as unrecognized Medicaid earnings, or the “Reserves” for a rainy day. All budget for each funding source were reviewed; there were a few questions on the overall ability for the Coalition to bring the reserves up to \$150,000 by the end of the fiscal year.
- IV.** **Healthy Start Program Update:** Lizz Schmidt
 - a. Bilingual Employee: Susie Hernandez has been a subcontracted provider since October 15, 2023. She has a Healthy Start caseload of 10 currently. She will be attending First aid/CPR training as well as taking a car seat certification course this month. Her QA and record reviews will begin in the next (third) quarter.
 - b. Performance Measures:
 - i. Jeff/Madison CHD: More than meeting performance expectations with scores well above the required 80%.
 - ii. Taylor CHD: Taylor County is struggling with EPDS (54.5%) and ASQs (40%). This seems to mostly be attributed to low denominators. They are steadily trying to increase their caseload as well. There is a Quality Improvement Plan (QIP) in place to address the deficits in performance. Madison CHD is meeting all contractual performance measures.
 - iii. Both CHD’s have greatly improved in their understanding of facilitating a proper FSP. PM’s are continuing to work with staff during staff meetings and 1:1 supervision. Both CHD’s are conducting prenatal groups and trying to bolster attendance.
 - c. T.E.A.M. Dad: They have a caseload of 7 dads. Lisa and David have attended a multitude of events in all three counties and have developed connections with local individuals/ businesses. They will be holding their first big event in Madison in collaboration with Donnell

Davis of C&E Marketplace at the end of this month. They have also maintained their relationship and collaboration with Merv Mattair of Boyz to Kings as well. We are anticipating a large crowd for this event and are working diligently to ensure it is well received.

V. Healthy Families Program Update Annual QA: Brandi Turner provided a detailed presentation for the Board on the Quality Assurance Site Visit (Jan 24 – Jan 26) outcomes. The highlights include:

- a. **Participant Satisfaction Survey Results:** Received 56.8 of customer satisfaction survey. 100% were satisfied with the services.
- b. **Numerous site strengths and 10 QIP Items.**
- c. **Performance Measures 2nd Quarter 23/24:** Ten 100% measures satisfied. Five Measures working on improvement.

VI. Director's Update – Donna gave a presentation to update the Board on all the Coalition activities and encouraging the Board to participate in any and all upcoming events. Board terms were discussed, with several Board members ending their terms. Linda Jones agreed to serve another 3-year term. Those Board members who have ending terms were encouraged to contact Donna in writing about their desire/intent to serve an additional 3-year term.

VII. The next Board Meeting is scheduled for June 3, 2024.

Minutes recorded by Laura Blue