

**John Scott Health Care Commission**  
**Wednesday, September 26, 2018**  
Advocate BroMenn Medical Center, CR20, Conference Center  
5:30-6:30 pm  
**(Approved: October 24, 2018)**

- I. Call to order Sue Grant called the meeting to order at 5:40 pm. The formal meeting followed a Roundtable on health care successes and gaps in the community attended by past grant recipients and Invest Health members. See summary.

Present: Sue Grant, Chair; Donna Hartweg, Vice-Chair; John Couillard; Scott Hamilton; Deb Skillrud; James Swanson; Brandi Sweeney;  
Absent: David Wyse; Jennifer Toney (Staff Administrator)  
Guests: Holly Ambuehl; Deb Halperin

- II. Approval of meeting minutes from March 28 and August 1, 2018.

The minutes of March and August, 2018, were tabled to the next meeting based on lack of time. Dr. Couillard moved to table; Dr. Swanson seconded; motion carried.

- III. Vote on approval for continuing commission membership for:
  1. Donna Hartweg
  2. Deb Skillrud
  3. John Couillard
  4. Sue Grant
  5. Holly Ambuehl (previously approved by Commission)

Dr. Hamilton moved the above members be recommended to the Trustees for a three year term. Dr. Swanson seconded; Motion carried. Applications from all have been submitted to Jennifer Toney, Staff Administrator. All Commissioners had received the applications, resumes in advance. These will be presented at the October 8<sup>th</sup> Scott Trustee meeting by Ms. Toney.

- IV. Vote for approval for new commission member, Deb Halperin

Dr. Hamilton moved Ms. Halperin be recommended to the Trustees for a three year term. Dr. Couillard seconded; Motion carried. Her application had been previously sent to all Commissioners.

Dr. Hartweg stated she had met with Mark Brownlee, an independent investment manager, who expressed interest in filling a finance expertise position on the Commission. He was one listed on a longer list sent to all Commissioners for comment. Dr. Hamilton had contacted Brad Secord, who had interest but was not able to accept at this time. There were no objections to pursuing Mr. Brownlee.

V. Report from City Development Director, Jennifer Toney

No report; Ms. Toney was absent due to last minute illness. Dr. Hartweg read an email from her updating Commissioners on need for FY20 budget planning and process for procurement of grant software. Ms. Hartweg will follow up with software; Ms. Sweeney will follow up with FY20 budget planning.

VI. Budget discussion/approval for presentation to city

Based on Ms. Toney's comment regarding the need for budget information by November, Ms. Sweeney will work to create preliminary budget for presentation at the Oct. meeting. Discussion ensued on need for Investment committee to meet to project funds for FY20, especially in lieu of the last few years of underspending. Commissioners also discussed how to approach future budgets considering the possibility of creating multi-year grant funding.

VII. Grants committee report:

As during the transition year, Commissioners agreed to work as a Grant Committee of the whole, Dr. Hartweg suggested the October 24th meeting focus on the draft process/policy statement for grants. She will draft with input from Ms. Toney and those most involved with grants. Location of meeting will be forthcoming.

Commissioners reached a general consensus to retain the categories used in the past for grants: Sustaining grants to agencies serving the target population; Priority grants based on assessment data; and contingency grants – related to emerging needs or emergency issues in the community.

Only one report from last year's grants has been received. Dr. Hartweg will contact other organizations who received FY18 grants for their reports.

VIII. Finance committee report:

Ms. Sweeney, Chair of Finance will draft budget as discussed earlier.

IX. Software discussion

To facilitate grant applications for FY19, Dr. Hamilton moved to allow Ms. Toney to make the choice to select the software that articulates best with city platform. This can be evaluated going forward. Ms. Skillrud seconded. Motion carried.

X. Follow-up on the evening's Roundtable discussion

Ms. Halperin and Ms Ambuehl were thanked for their contributions to the Roundtable. They agreed to summarize the notes from respective groups prior to the next meeting. Of particular interest will be the continued gaps in services for the most vulnerable.

XI. Other

Chair Grant informed the group that Dr. Wyse was absent due to death in the family but sent a resignation from the Commission. He indicated he had been proud to serve during the transition process to the grants only program. Dr. Hartweg read names of possible dentists to replace him. Ms. Grant will contact Dr. Dietz to learn of his interest.

XII. Adjournment.

Dr. Hamilton moved to adjourn at 6:40pm. Dr. Swanson seconded. Motion carried.

Respectively submitted,

Donna Hartweg, Scribe of the day