

To: CCPA Purchasing Partners Board of Directors

From: Kena Norris, Executive Director

Re: Minutes of Monday, April 8, 2019 CCPAPP Board of Directors Meeting

Members Present

Virginia DePaul, MD
Tim Geleske, MD
Mary Hall, MD
Valerie Kimball, MD
Jonathan Necheles, MD
Ushma Patel, MD
Guy Randolph, MD
Dov Shapiro, MD

Members Absent

Douglas Ashley, MD
Rebecca Unger, MD

Others Present

Jennifer Jackson
Kena Norris, MJ, FACHE
LaVonna Swilley, MBA

1. Call to order and approval of minutes

Valerie Kimball, MD

The CCPA Purchasing Partners (CCPAPP) Board of Directors meeting was held on Monday, April 8, 2019 at L. Woods Restaurant, Lincolnwood, IL. Dr. Valerie Kimball, President, called the meeting to order at 6:41pm.

- A. Motion 1: To approve minutes from the 01/14/2019 Board meeting. (Attachment 1). The motion was made, seconded and unanimously approved.*

2. Report from the Treasurer

Kena Norris, MJ, FACHE

Ms. Norris mentioned there were minimal financial transactions at the beginning of the first quarter of the fiscal year and reviewed the reports in the YTD financial statement (Attachment 2). The ADP budgeted revenue of \$100 was reviewed as a discussion point for later in the meeting. The total membership is reported as 3,389. Ms. Norris also reported that the operating revenues for Merck and Pfizer was over the budgeted amount. The biggest expense will be the Ann & Robert H. Lurie Children's Hospital of Chicago's invoice for personnel and other operating costs, which is expected in July.

- A. Motion 2: To approve Treasurer's Report for YTD Financial Statement as of 02/28/2019 (Attachment 2). The motion was made, seconded and unanimously approved.*

3. Report from Executive Director

Kena Norris, MJ, FACHE

A. ADP (Automatic Data Processing)

Ms. Norris recommended the termination of the ADP vendor agreement. The Board previously charged GPO staff with the removal of smaller vendor contracts that are not profitable. The CCPAPP annual membership survey showed that members were very dissatisfied with ADP's services, primarily citing poor customer service and pricing. CCPAPP must provide ADP with a 90 day termination notice and the contract ends July 31, 2019. Therefore, the notification to ADP must go out by the end of April.

A. Motion 3: *To terminate ADP as a CCPAPP vendor.* The motion was made, seconded and unanimously approved.

B. Gallagher Insurance-Association Health Plan

Ms. Norris stated that Gallagher needed the data collection from the Board practices by July 2019 to meet a January 1, 2020 rollout. To date, only two Board practices have submitted their data. Assuming the Board still wants to pursue this initiative, Ms. Norris suggested a possible 2021 rollout to allow further time for data collection from the Board practices serving as the pilot. Ms. Norris stated that Gallagher Insurance sent her a spreadsheet on the status of responses from Board member practices. If any Board member would like to review their practice's status in the data collection process, they should contact Ms. Norris.

C. GPO Staffing Update

Ms. Norris informed the Board that the CCPAPP is currently interviewing for the Member Relations Specialist position. In addition, Priya Stemler will be going on maternity leave in August. Lurie Children's decision to move all Directors to an Administrative Time Off (ATO) system means that those staff will receive a full salary during FMLA, as opposed to traditional short-term disability insurance. This change will affect the GPO budget as a consultant will also be needed to assist with the Annual Distribution. Ms. Norris will begin the search for a consultant, but will start by reaching out to one she previously worked with at the Illinois Chapter of American Academy of Pediatrics.

The next meeting is scheduled for Monday, July 8, 2019 at 6:30 pm at L. Woods Restaurant.

Adjournment - Meeting was adjourned at 6:54 pm by Dr. Kimball.