



SOLVERA HEALTH

**Solvera Healthcare Center, Inc.
Board of Directors Meeting – November 17, 2021
Minutes**

Present: Patrick Caplis, Jody Bunker, Sarai Marchan, Eric Heard, Doug Shaw, Trenton Harper, Mary Weyeneth, Allison Kempthorne, Mike Miller, Phil Caplis (virtually) Tariq Muhammad (virtually)

Patrick Caplis welcomed everyone all for attending this Board Meeting for Solvera Healthcare Center, Inc. (SHC)

Review and Approval of 10/20/21 Meeting Minutes

Patrick reviewed the minutes from the 10/20/21 meeting. With there being no questions, a motion was made by Trent to approve the Minutes as presented, seconded by Allison and the motion was unanimously approved.

Introduction of Jennifer Martinez

Patrick introduced Jennifer Martinez. She is the FQHC expert from Tampa, Florida who is working with SHC to provide guidance with the billing and coding side of the business making sure everything submitted to the payors is correct. She also assists with regulatory compliance.

Declarations of Conflict of Employment

Currently there are two Declarations of Conflict with Employment: Tariq Muhammad and Trenton Harper. Both Tariq and Trenton work in the SHC clinic however they do not hold management positions or make any financial decisions. To stay on the Board of Directors for SHC along with holding a position within SHC, there must be approval by the Board of Directors. Allison made a motion to allow Tariq and Trenton to retain their position on the Board of Directors and retain their employment position with SHC. The motion was seconded by Sarai and the motion was unanimously approved.

Policies & Procedure Update

Tariq is taking the lead on Policy & Procedures. There are approximately 156 pages of rules that Tariq will review with the help of Jennifer Martinez, Nicole Nash (Director of Nursing) and Patrick. These will be customized to the State of Illinois and to SHC and once complete, Dr. Schock must approve, and then the policies are implemented along with the training process.

SHC is working with MCN which is a large policy and procedure learning company for healthcare systems.

Update on Peoria SHC Facility

Patrick provided an update on the Peoria SHC facility. All lab equipment has been installed except for two pieces. Once those 2 remaining pieces are received, SHC will be at capacity for this clinic. He also indicated they are waiting on final enrollment for Express Scripts. The application is approved and now a matter of making it active which takes approximately 10 days. SHC now has a contract with a small skilled nursing facility in Canton, IL starting 11/29/21. SHC will make medication deliveries to that facility two times a week along with filling their instant requests.

There have been some roadblocks with technology, which Patrick indicated were mostly on the development/software side, not with the clinic. The tech companies have many employees working from home and as a result are struggling heavily finding employees. This has not been disrupting the workflow at SHC. Patrick added SHC is seeing 3-5 new patients a week for the primary care side. Physical Therapy is seeing a higher number of new patients per week as well as Audiology. There is a clinic in Pekin, IL feeding audiology referrals to SHC. The goal is to hit 40 new patients a month. Currently there are Nurse Practitioners seeing patients with Dr. Schock as collaborating physician. As soon as Dr. Sauro receives his license, which should be mid-December, he will start seeing patients at SHC. Phil is working to recruit Dr. Shonda Williams but there is to contact yet.

Meeting Schedule Change for 2022

Patrick advised in 2022 the Board of Director meetings will be held every quarter rather than monthly. The time will remain at 5:00pm but the day of the week may change to Tuesdays. These meetings will most likely take place at Joe's Original Italian & Martini Bar in Peoria Heights.

With no further discussion, a motion to adjourn was made by Doug, seconded by Mike and the meeting was adjourned at 5:34pm.

Respectfully submitted,

Jody Bunker
Secretary