

Minutes of the NuHealth Board of Directors Contracts Committee Meeting held on September 28, 2015

Directors Present

Michael B Mirotznik, Esq, Chair
Warren D. Zysman, LCSW
Russell Caprioli, DPM
Linda Reed

Non-Voting Directors Present

Victor Politi, MD, FACP, FACEP

Hospital Administration

Harold E. McDonald, SVP Chief Administrative Officer
Craig Rizzo, Esq, SVP Special Assistant to NHCC/Legal Affairs
Andrea Rivera, Executive Assistant to the President/CEO
John Maher, EVP CFO
Victor Scarmato, MD
Robert Tepper, Esq., Legal Affairs
Elizabeth A. Faughnan, Esq., Legal Affairs
Thomas Alfano, Esq., Legal Affairs
Gerald Wright, Esq., Legal Affairs
AnnMarie Studdert

Guests

Judy Eisele LaPlante
Doug Bruce
Teresa Silversmith

Blossom Dacosta, Stenographer

1. Warren Zysman, Chairman of the Contracts Committee, noted that a quorum of the Contracts Committee was present and called the meeting to order at 5:35 p.m. He thanked everyone for coming, and noted that there were a number of contracts for consideration. Before getting started, Mr. Mirotznik, our Chairman said a few words.

Mr. Mirotznik expressed that he wanted to move the meeting along expeditiously and to that extent he introduced the newest Board Member who was unanimously approved by the Nassau Legislature in a bipartisan vote. With that being said, I would like to introduce our newest member, Dr. Russell Caprioli. Dr. Caprioli stood up to applause and stated that it was his honor and privilege to be here and that he would serve in a fair and honest way. "Thank you for the honor."

Mr. Zysman also welcomed Dr. Caprioli and then re-introduced to everyone the stenographer who would be taking the minutes. He asked that everyone when they are presenting their contracts, clearly state their names and/or spell it if it's complicated. He also asked that they control their cross-talking and speak slowly since it was her first time here.

2. Contracts.

Modern Medical (LD200 #2561) Harold McDonald presented this contract stating that his request is for \$371,010, and a five-month extension on the current contract. Modern Medical has been NHCC's biomedical contractor since 2005. The purchase contract is expiring 10/31/2015; vendor is needed for maintenance of biomedical equipment. Mr. Zysman stated that he sees the cover sheet but doesn't see values – but then found it on the addendum sheet. Mr. McDonald restated that he is requesting an amount of \$371,010 for a five-month extension of the current contract term. There was a delay in getting this contract out but it is going out on Wednesday and this should give us enough time to get the RFP back and negotiate the contract with the successful bidder. We will also make

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sure that the two contracts which are in place now coincide.... Mr. Zysman interrupted to ask when was the RFP supposed to go out and Mr. McDonald responded that it should have gone out in the summer and a vendor chosen. Mr. Zysman asked why that had not happened and Mr. McDonald responded that there were two reasons: one the RFP and the bid wasn't supposed to take place until the end of the year which was an inaccurate expectation. Mr. Zysman interrupted again to say that Mr. McDonald had just stated that it should have gone out in the summer and now he's saying the end of the year. Mr. McDonald stated again that it should have gone out in the summer but an error was made with the assumption that the contracts had to be back and approved by the end of 2015. Mr. Zysman asked who made the mistake and Mr. McDonald said he made the mistake. Mr. Zysman asked how did that occur and Mr. McDonald stated that it occurred because he had someone working on it and he didn't stay on top of that person as closely as possible. Mr. Zysman asked what Corrective action was taken to prevent something like this happening again because it's a lot of money. Mr. McDonald stated that the corrective action is to make sure that we better maintain contracts, terms, termination dates, and the process of sending out RFPs. Mr. Zysman asked if the person involved has been addressed and Mr. McDonald said yes and that it was a joint effort that kind of fell through the cracks. Fara and Kevin were involved at certain points; we were all involved with it and the assumption was that everyone was moving it along. "I was ultimately responsible." Mr. Mirotznik asked who was taking over the duties since Fara's departure. Mr. McDonald said no one; she was a middle level administrator and they have been seeking to replace her for five months without success. Mr. Mirotznik asked that someone look into this so if there are more "irons in the fire" they can be taken care of now. Mr. Zysman asked how important the Modern Medical contract is to the hospital. What happens if it doesn't get approved tonight? Mr. McDonald stated that it extremely important to get approved tonight because there are Joint Commission requirements that the medical equipment at the hospital be maintained and that preventative maintenance be done on every piece of equipment that we have. It is also important to the safety of the patients here and that we are in compliance with Joint Commission requirements. Mr. Zysman asked why is it coming up on a contracts addendum sheet and not as a regular agenda item. Mr. McDonald answered that it should have been picked up earlier but it was picked up very later that the RFP wouldn't be back in time. Mr. Zysman asked what date exactly was that RFP submitted; not sure – was it last year, last month? Mr. McDonald responded that he didn't know; he would imagine May, June or April. He wasn't sure when it was submitted. Mr. Zysman asked what was the date it was submitted? September 25th and what is today's date – September 28th. so the day before the meeting is just one business day? Mr. McDonald answered correct. Mr. Zysman stated he was very concerned and asked how many other contracts did he oversee that needed corrective action. Mr. McDonald answered, I have another one tonight. The next one is Mill Neck.

Mr. Zysman asked Dr, Politii if there was any way we could get corrective action on this. It is very concerning to me even though Harold's response was very detailed but I am very concerned because these things are very important to patient care and there is \$371,000 contract and we are not getting information in a timely fashion which puts us in an awkward spot. We cannot have this. Is there something you and Harold can discuss to work on this performance issue? Dr. Politi stated that he knows they have been looking to hire someone since Fara left but have been unsuccessful. Mr. Zysman

Minutes of the NuHealth Board of Directors Contracts Committee Meeting held on Sept. 28, 2015 stated that Harold said this was under his purview since she left so pretty much the ball got dropped.

Ms. Reed made the observation and suggestion that everyone who is responsible for contracts should have a chart showing the responsibility of each person and item such as where it's at. If everyone had that we wouldn't be going over this every single contract meeting. Fara has been gone for quite some time and it's really a moot point to put the onus on Fara, we need to move forward. Use a white board or some other tool to show what we are doing now, where we are and how we can track, since everybody is so overwhelmed, and everybody is doing so much. Dr. Politi responded that Craig has put together a great program right now, Ms. Reed is 100% right and I think we are going in the right direction.

Mr. Zysman commented that it is his concern that we have a set of rules and Harold has dropped the ball on two of these contracts that he is reporting on tonight and "I just don't want to be in this position again" and wants assurance that this doesn't happen again.

Dr. Politi stated that he would try to keep an eye on things and he is looking for any guidance that Mr. Zysman may have and would also welcome any suggestions that may have that can help them to work more efficiently. Mr. Zysman asked them to work together more collaboratively in being more organized so that these situations can be prevented in the future and that's his best advice.

Mr. Mirotznik asked if it was necessary for the health and safety and welfare of the patients in the hospital to approve the contract as it was articulated this evening. Mr. McDonald answered yes. Mr. Zysman asked Harold when will the RFP go out. He responded that the RP goes out on Wednesday. Mr. Zysman asked if we will have a vendor selected within this five-month extension and Mr. McDonald said yes. Mr. Zysman then asked what meeting would he want to present it at. Mr. McDonald answered that he would like to present it at the November or December meeting then amended and said make it December meeting. Any other questions from the Board Members?

Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with Modern Medical for a 5-month term November 1, 2015 - March 31, 2016 in an amount not to exceed \$371,010.00 for the 5-month term with the requirement that Harold McDonald must RFP this contract no later than the close of business October 2nd and be prepared to present the winner of the RFP at the December Contracts Meeting. Harold McDonald must also submit corrective action plan to prevent these kinds of issues from re-occurring. Resolution No. 188 – 2015.

Mill Neck (LD200 #2562) Mr. Harold McDonald presented this contract. It is a similar situation as Modern Medical. Mill Neck provides ASL Language Interpretation Services and has been NHCC's vendor of choice in the past. Mr. McDonald is seeking an extension on this contract and an amount not to exceed \$13,937 to pay outstanding 2014 invoices of \$11,937.00 and \$2,000.00 for services rendered during the 5 month extension so that the contract can be RFP'd during this five month extension. In 2014 there was an unauthorized purchase in the amount of \$11,937.00 and we are requesting approval to

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pay Mill Neck. Also looking for \$2,000.00 to take us to a five-month extension so that the contract can be RFP'd.

Mr. Zysman asked if there was going to be a plan for implementing interpretation services in-house. Where are we with this plan? Mr. McDonald stated that an individual was hired to manage the department but that there has been a delay in her arrival. She was previously in for a month but has since been out for a month; he will know tomorrow if she will be here on a regular basis.

Mr. Zysman asked again, when will we have interpretation services in house here? What is the date? Mr. McDonald responded by stating that the date is dependent upon when the individual returns and if not we will have to go out and recruit someone else to replace her. We need somebody, we waited a month to recruit. First we had to have the incumbent prove herself. She did exceptionally well the month she was here and then she had a medical issue and has been out 3 or 4 weeks. Mr. Zysman stated whatever you need to do to make it happen you have to do. We need a date. To reiterate, when will we have interpretation services, if you don't know, you can update at the next Board Meeting. Mr. McDonald replied, then I am going to do that and update because I am not sure if this individual will stay or leave. Ms. Reed asked if he knew when she was coming back. Mr. McDonald replied that she stopped into HR today and he's scheduled to meet with her tomorrow.

Mr. Zysman asked John Maher about unauthorized purchases. He wanted to know if he had confirmed any of these invoices and when did he learn about them. Mr. Maher stated that he had a conversation with Harold a couple months ago and more recently when this matter came up, we confirmed what our process is. Our processes basically stopped the payment of the invoices because they were out of money on the purchase order. They were automatically stopped since we didn't have authorization to proceed. Paper sent back need authorization through an LD200 or purchase order.

Mr. Mirotznik asked if anybody, Mr. McDonald or Mr. Maher had examined the invoices that they wanted approved tonight as being fair and accurate and in line with the services rendered. Mr. McDonald said they were looked at and they seemed in line. The billing seemed detailed enough. Services that were provided are stated accurately and have details down to the patient who needed translation services and the amount of time that was provided for the translation.

Mr. Zysman wanted to know when he learned about this. Mr. McDonald answered that he learned about it couple of days ago – didn't use sign language but recognized that it is important to have someone in charge of the department who knows how to manage the business functions of the department going forward. He will be meeting with the department manager to explain to her exactly what the process is for purchasing for services in place. He also needs to reach out to the person who was in charge of the department when the unauthorized purchase took place to let her know to give us a purchase order.

Mr. Zysman asked how long before we have the contracts on Compliance 360? Mr. McDonald said between now and a couple of months. Mr. Zysman asked - How do we know we are not going to have unauthorized purchases? Plan four months from now

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what do we need to do to prevent unauthorized purchases. Mr. Maher responded that we need to have purchasing to review all contracts that are in place, average monthly spending. Ms. Reed asked who will be the persons in Purchasing, and Mr. Maher replied Doug Bruce and Craig Rizzo with me.

Mr. Zysman asked if there was any corrective action yet and when could we get an update. He responded that there was a plan in place and Mr. Zysman requested that he made sure that an update was presented at the next meeting; someone dropped the ball. He continued, how did that happen, someone didn't bring it to our attention and didn't correct the paper work. The former department manager was replaced by manager who came in for a month. That person reports to Harold McDonald. You didn't follow the LD200, literally one business day before the meeting; puts the Board Members in a terrible spot because we are just learning about it for the first time. Mr. Zysman continued; need to make sure this doesn't happen again; need to go over contents of memo with us Harold. Mr. Rizzo read a memo about Unauthorized Purchases - a policy which was established since 2005.

Mr. Zysman asked if there was any corrective action then asked that the memo be summarized. Contract was in place prior to current administration. Invoice paid – employee no longer with organization handed over to Irma Yulan, Supervisor of the department at the time. No lex contract went up for renewal last year. She failed to report that the old contract exceeded the amount. Supervisor Ms. Yulan stepped down from her position but the outstanding invoices were never addressed and were not paid because they exceeded the contract allowance.

Mr. Zysman is this something you need for patient care? We absolutely need sign languages. Not only is it a requirement by the Joint Commission, it is critical to the patient care here. Is there anyone here who could provide services? There may be some individuals here but they need to be trained to provide these services to the patients here.

Mr. Zysman stated that he thinks this request is pretty urgent and as a Board Member he wants to act. It is urgent that an update of corrective actions on both these contracts be provided at the next Board Meeting. Mr. McDonald stated he would do so.

Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with Mill Neck effective 11/1/2015 – 3/31/2016 for a five month term in an amount not to exceed \$13,937.00 to pay outstanding 2014 invoices of \$11,937.00 and \$2,000.00 for services rendered and to extend the contact up to \$2,000.00 for the next five months. An RFP will be issued in a month and the vendor to be presented prior to the expiration of the contract. Resolution No. 189 – 2015.

Dreamland Security Services (#20 on Spreadsheet) Michael Ferrandino presented this contract. Dreamland is currently providing security services to AHP. RFP was issued and Dreamland Security was the lowest responsible bidder. This vendor also provides professional services, acquisitions, consulting and he is requesting approval for a two-month extension on current contract in an amount not to exceed \$115,480 for the two-month term.

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Mr. Zysman asked what are the underlying values. Harold do you know it? Harold replied by stating he knows it is about \$680,000 per year and that it provides security guards for A. Holly Nursing Home. Doug Bruce stated that we are finalizing numbers value is different from five years ago.

Ms. Reed asked why are we outsourcing this and not using our in-house public safety. It's been outsourced for many years; significantly reduced hourly rates when an agency is used; been using agency security for twenty years. Mr. Zysman asked what is the cost for our security and Mr. Bruce responded that he had to get the numbers. In addition, we have had this contract for over 20 years. Mr. Zysman asked who requested Sealed Bid rather than looking at our options and who is in charge of security here? Mr. McDonald responded that Mike Ferrandino is out of town at a conference and he is in charge of security here.

Mr. Bruce noted that a cost analysis was done on all agency staffing and in-house staffing before seal bid and the recommendation was to use the agency staff. Benchmarking was also done for every type of agency staffing used at A. Holly Patterson if we had employed versus agency. Mr. Zysman suggested that Mr. Bruce go back to his office and find the desired information and come back as he would like to understand his thought process and would like to have all the information. We need proper information and answers so that we can give thoughtful decisions.

Mr. Mirotznik asked about the security at A. Holly Patterson – has it always been agency staff. When DSS controlled the nursing home they had security that was agency, so for 30 years plus the security staff at the Nursing Home was always agency staff. I have met the security here and they are conscientious; rather than part-time think about expanding the people we have here with retired police officers (Nassau County) less money and we get the brightest and the best and get them over to A. Holly Patterson. Dr. Politi can send officers over there if necessary. Dr. Politi stated that research recognized that as good possibility but based upon union rates and benefits package expensive to bring our officers there. Part-timers are also not in keeping with the Union; the union does not like part-timers. Mr. Mirotznik asked if the union is in favor of outsourcing and Dr. Politi responded that the union is silent on this point.

Ms. Reed asked how many people do we have over at A. Holly Patterson? Not sure will get those numbers. Anthony Campanaro, finance department – outside agency has approximately 12 people over there. It is substantially expensive to hire in-house and did not look at part-timers.

Mr. Mirotznik asked would it be reduced would it still not offset what we are getting from this company? Dr. Politi responded flat hourly rate. FICA 18-20% jacking up baseline rate to 25%, MTA tax not substantially different but more expensive even with part-timers – 25% more expensive.

Mr. Zysman asked who is the administrator for A. Holly Patterson and Bob Heatley said he was. Mr. Zysman asked him if he had worked out any details then he asked Harold McDonald what was his role. Mr. McDonald responded that he is the oversight for A. Holly Patterson and works with Mr. Heatley. Mr. Zysman observed that Mr. McDonald and Mr. Heatley are running the show and it is concerning that we do not have a lot of

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information. I want to give you an opportunity to go back to your office and get that information.

Mr. Zysman asked, do we have Press Ganey tonight? Response from Mr. McDonald, no it was resolved. On October 1st Press Ganey was resolved. Pre-contracts, the Board requested that we switch to phone survey from paper survey; told us we couldn't switch; managed to get contract with Press Ganey signed and approved for October 1st. There is ongoing regular communications back and forth with Press Ganey; hard push with Press Ganey to manage all the files and get the technical aspect and switch in place. Need to get paper work to be added to record.

Mr. Zysman stated that Harold is to get legal opinion then he asked can we move on it and can we get a contract. Mr. Mirotznik stated that counsel can tell us within next 30 days what direction and then we can decide which way to vote. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with Dreamland Security in an amount not to exceed \$115,480.00 for the two-month term with a Caveat we get legal opinion as requested within 30 days. Resolution No. 190 – 2015.**

Fletcher Thompson Architecture (LD200 # 2563) Kevin Mannle presented this contract. Fletcher Thompson is the architect for the primary care project. He is requesting an amount not to exceed \$10,000.00 for the six-month term 9/30/2015-3/30/2016 to provide these design services. To provide code compliant egress for stair #5 which was altered by the primary care project construction. This was an additional service request under the existing contract. Fletcher Thompson Architecture is the architect of record for this primary care project. Mr. Mirotznik asked if he was satisfied with what they have been doing so far and he responded yes and explained that they had used alternate stairway because they could not make modifications at the ground floor level. Mr. Zysman asked if there was any other architectural work to be done and Mr. Mannle responded that claims to be performed not covered by purchase order. He met with them last week and it's not covered by current purchase order. Ms. Reed asked how quickly would we begin and he responded as soon as the amendment was completed. The contract will be extended at no additional cost. Ms. Reed asked who is doing the amendment and responded that he was not sure. Mr. Zysman asked Kevin when will you start and he responded by the end of the week or as soon as we get authorization from the Board. Mr. Zysman requested that legal write an amendment. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a 1 year extension of the contract with Fletcher Thompson Architecture for a 6-month term with the contract starting within a week of full Board Approval. Contract to be amended by legal, signing of minutes by full Board, and commence two weeks thereafter by Fletcher Thompson Architecture. Resolution No. 191 – 2015.**

Nouveau Elevators (LD200 # 2565) Kevin Mannle reported that **Nouveau Elevators** is an independent elevator service, repair, and installation company. They have been providing elevator maintenance and repair service to NUMC and AHP for 10 years. Full maintenance and repair service for all NHCC elevators (37 in total) located at NUMC, AHP, and Roosevelt. NUMC will have a resident mechanic and helper on site 5 days a week, 8 hours per day. AHP and Roosevelt will have a route mechanic who will be

Minutes of the NuHealth Board of Directors Contracts Committee Meeting held on Sept. 28, 2015 scheduled for routine maintenance. All locations are provided with 24/7 emergency service. Contract covers routine maintenance, testing, and repairs and includes performance standards. He is asking for an amount not to exceed \$3,047,100.00 for 5-year term. The \$3 million was not submitted in a timely manner and recently learned that next contract round was in November. There was a solid sealed bid; oversaw the bid 3-year and 5-year. Doug Bruce noted that they were not the lowest bidder but responsible based on qualifications and experiences. The decision was his and Kevin's. Mr. Mirotznik asked who was the buyer and Mr. Bruce responded that John McGovern was the buyer and he had 20 years experience. Mr. Mirotznik asked if they had done a satisfactory job and he responded yes. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with Nouveau Elevators for a 5 year term in an amount not to exceed \$3,047,100 effective 11/1/2015. Resolution No. 192 – 2015.**

TSIG Consulting Inc. (LD200 # 2500) Kevin Mannle presented. TSIG consulting, Inc. is an independent, privately owned national corporation specializing in architecture, systems development and accreditation compliance. TSIG has been providing services to NHCC since 2012. This is a request to authorize payment of invoices totaling \$56,953.00 for Life Safety surveys conducted in 2013. These 2013 invoices are for services provided under an approved contract. However the funds for this contract were used to pay for previous TSIG services provided in 2012 and 2013 that were unauthorized. There was no purchase order issued for these other unauthorized services. He is requesting authorization to make payments on old invoices stemming from unauthorized purchase orders presented a year ago to the Board. He is here to clarify and correct the resolution to get the hospital to pay invoices for services. There were six projects approved by the Board; two never got turned into purchase orders. Last year purchase orders ran out of money that's how the problem came to light. First project was for \$48,000.00 and second project for \$5,00.00 both subsequently paid with purchase orders. TSIG work is ongoing. He has an internal tracking tool in place – four different scopes of service; stay in compliance with ongoing business meetings once per quarter. Mr. Mirotznik expressed that he needs make certain that work gets done. A Joint Commission visit was imminent and no one followed up with the purchase order. Mr. Mirotznik asked if he was satisfied with the work done and he responded yes. They are here currently working on a contract but unrelated to this contract and he has a tracking tool to stay in compliance. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with TSIG consulting, Inc. for an amount not to exceed \$56,953.00 for a 33 month term. Resolution No. 193 – 2015.**

Apollo/Sutherland Health (LD200 # 2506) Teresa Silversmith spoke on this contract which provides NHCC with Emergency Room Record coding for fility and professional billing services. Apollo/Sutherland Health codes our emergency Room records for our facility and professional billing services. We are requesting this service continue until contract negotiations are completed with McKesson. Requesting 9-month extension effective April 1, 2015 in an amount not to exceed \$126,000.00 for the 9-month term. The other contract ended in March but it was not signed until May 28th by us. Lots of cases outstanding can't code; have identified another vendor. Mr. Zysman asked how many cases there were and Ms. Silversmith responded 800 with documentation

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inefficiencies. Mr. Zysman wanted to know why there was \$835,000.00 in outstanding charges and what was our recourse. He also wanted to know what was being done internally. Ms. Silversmith responded that we meet with them but there's a big language barrier. Mr. Zysman asked what kind of language barrier. Ms. Silversmith responded that they are from India. Ms. Silversmith who do you report to? I report to Mr. John Maher. Mr. Zysman asked if bills are submitted to the insurance company and she responded no; they have not gone out, some cases go back to April. Mr. Zysman asked her to explain timely filing in terms of managed care. Mr. Vincent Disant responded that Medicare is one year, Regular insurance is ninety days and Medicaid is ninety days. It was appealed and denied because never submitted the first bill. Mr. Zysman stated that it is very important to submit bill within the first ninety days although the same day is preferable when the patient leaves the hospital we are not getting reimbursement on these claims even though doctors are getting paid. Dr. Caprioli asked for clarification – when you say they review documentation how do they access records? Do they get any incentive to get it done in ninety days, if not do they still get paid? Ms. Silversmith responded yes they get paid; however when we change vendors we could add an incentive in the contract; but right now they get paid either way. Mr. Zysman asked, Vince, do you have any involvement? He responded by stating that he got involved when he sat with Ms. Silversmith and told the company how unsatisfied with them they were and that that was unacceptable. Mr. Zysman asked if we would have another contract December and Ms. Silversmith said that originally November but now got to figure out when the contract will be ready so never know how long to put on LV200. Mr. Zysman stated that the vendor is failing and asked what can be done on an emergency basis. Mr. Tepper said waive RV process another vendor whatever reasons not to RFP. Mr. Zysman asked what was it going to take to change and Ms. Silverstein mentioned that another company was identified and approved in February and everything was straightened out with the name change. Mr. Zysman asked how soon can new company (PST) be ready; how much is collectible out of the \$800,000. What can we do to give green light. Ms. Silversmith said contract is approved but not drawn up. Ms. Faughnan noted that the contract was approved under McKesson Services Resolution 022-2015 item #3 on today's agenda that the Board amend prior approval to allow contract to allow PST to move forward. Mr. Mirotznik asked if the contract is on the computer and how long will that take to get done and get authorization. Mr. Tepper said we do not have authority of full Board. Dr. Caprioli asked how does new company differ from old company. Dr. David Eng, Social director of the Emergency Department spoke about multiple companies based on education/documentation provided back and forth between faculties to make higher-level positive impact. The question is what is the difference between McKesson and Apollo. Apollo is not providing any education to the faculty and like Ms. Silversmith stated, it is difficult interacting with them because of the language barrier and difference in time zones, and holidays.

Dr. Caprioli discussed the matter of bad claims not being paid because there was no incentive to get them paid on time. He talked about his experiences with most companies – billing and coding companies clean their claims; they do not get paid for lousy claims, no incentive they do not get paid. Is that in the contract? Ms. Silversmith said no. Dr. Caprioli noted that it should be in the contract and that we will not pay for dirty claims only clean claims. Mr. Zysman noted that Dr. Eng brings up good point about education being a barrier. Is there anyone here who could handle the coding issues; we can't wait 60 days for education. Victor Scarmano, Medical Director responded that 800 open visits

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and 7,200 ER visits are completed per year. Doing coding and documentation, training ICD 10 by Wednesday and online training as well as in-house. KPG coding consultants do assist with documentation and with coding. Hospital-wide training is going on. Each specialty has their own nuances are different, that's something a coder might catch. It is always good to have back and forth with coding company. Mr. Zysman stated that education is necessary and asked who can do coding education before 60 days. Mr. Zysman also stated that the Board is prepared to authorize short-term contract with new vendor but need some parameters; emergency basis needs plan how to address this \$800,00 in claims. Mr. Zysman asked Ms. Silversmith if she needed some time to think about how much money she needs for two months. Ms. Silversmith responded now they get \$5 per chart and \$6 for paper. Mr. Zysman asked who brought Apollo here and Ms. Silversmith responded that she believed they started in 2011. Dr. Caprioli mentioned again that problems are anticipated with ICD 10 and he compared it like Katrina heading towards New Orleans. We need to produce dirty bad claims, let some pay you for six months. What is a good claim – massive loss of revenue just for the emergency department. None of the billing companies had an incentive. Will look at that in the course of the contract. John Maher will have a matrix next time we come back to the meeting. Mr. Zysman asked John Maher what do you need, we are willing to authorize tonight to give you whatever support you need and Mr. Maher responded just this contract. Ms Silversmith as also agreed that this would help a lot. She stated that we need one person to research the claims. Mr. Mirotznik said other than name change conceptually all was approved. PST services have not been approved from McKessons Services. We need to approve name change tonight. Ms. Faughan stated that this is the first time you are hearing this name change; 60 days before they start working and we will approve the name change tonight. Mr. Mirotznik asked Ms. Silversmith how are you doing with staffing and she said emergency department is not in good shape. Inpatient is going ok; have a lot of vendors. Mr. Zysman asked do you do overtime and Ms. Silversmith responded that they do not work overtime; coders do not want overtime. Mr. Maher stated that the Board or this committee need to give authorization to replace Apollo (temporarily) with an existing vendor. May need authorization to clean up the backlog. Mr. Tepper stated that under 50 under a year contract you will be able to slip through but LB 200 subject to approval. Must follow process to confirm. Mr. Zysman commented – what you are proposing is related to a conversation with Dr. Politi and John Maher said yes. Mr. Zysman asked Mr. Maher what he wanted us to do. Mr. Mirotznik said he had no problem if Dr. Politi has identified a vendor to clean up. Come back up Ms. Silversmith, obviously we are not happy with their services. Tomorrow Ms. Silversmith will work with John Maher and Dr. Politi to identify new company/contractor and do a “warm hand off.” Mr. Maher commented that when you try to do a conversion it can be a disaster and suggested that we get additional help for the hospital to get all paper cleared out through Apollo. Mr. Mitotznik reiterated nothing contractually binding us with Apollo other than that we are continuing to operate with them. Mr. Maher answered and said we want to keep Apollo to clean up back log work; wanted to extend Apollo but doesn't need to. Ms. Silversmith said that we owe \$14,000 per month and have not paid since April because old amendment was not signed until May.

Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends that the contract with Apollo be tabled until the next Contracts Meeting. Ms. Silversmith to plan what she wants the Board to know about. Tabled.

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Qual Code (LD200 #2527) Ms. Silversmith presented this contract. This vendor was chosen through a November 2013 RFP and we are requesting a contract extension until the next Validation RFP is completed. We are asking for an extension to ensure coverage until other contract is up and running. 125,000 cases are over coded paid \$50,000 since last September to present. Would like to phase them out not too happy with the. Mr. Zysman ask what is Qual Code and Ms. Silversmith responded that Qual Code validates records that are coded. Over-coding cases 121,00 was in cases and under-coded 175,00 was in cases. RFP was done (got only one proposal) just looking for more time; it's required by CMS. Mr. Zysman asked John Maher do we need this and Mr. Maher responded yes. **Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends Board approval to extend contract for Qual Code for one year effective 10/1/2015 in an amount not to exceed \$100,000. Resolution No. 194 – 2015.**

Dr. John Zaso, DO (LD 200#2483) Mr. Robert Yost presented this contract. He is requesting \$26,000 for 5 year contract and \$10,400 for 2 year contract. This is a pediatrician with a practice in East Meadow with a training site for medical students. Mr. Zysman asked why we needed a pediatrician in the community when we could use the hospital and Mr. Yost responded that we do not have enough educational content to support enough patients. We took on additional students to train; private practice is much different than in a hospital. Mr. Zysman wanted to know if we don't have the cases why do we take on more students and he responded that we are trying to build community relations with Dr. Zaso. Dr. Caprioli stated that we need diversity and education. This is a way to develop relationship with students. Right now there are zero med students and one resident taken on from South Nassau, second office in Levittown take another student. Mr. Zysman asked how many in outpatient and him responded 64 students from AFC. How did you know about Dr. Zaso. Dr. Fagan recruited Dr. Zaso. Dr. Politi asked how much do we get per student and he responded \$425 out of which \$100 is paid to Dr. Zaso. Dr. Faust said it is not about referrals; by hiring that one doctor we get to have those students. Dr. Politi recommends this doctor. **Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends Board approval for Dr. John Zaso, DO in an amount not to exceed \$10,500 for the 2 year term effective 9/1/15. Resolution No. 195 – 2015.**

EGS Financial Care, Inc. (LD200 #2502) Mr. Vincent DiSanti presented this contract. EGS is an accounts receivable company who handles our Day One Billing. He is looking for a motion to change the name from NCO Financial Systems to EGS Financial Care, Inc. Mr. Zysman asked if they had declared bankruptcy and Mr. DiSanti answered no. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of the motion as articulated. Resolution No. 196 – 2015.**

Abrams Fensterman (LD200#2492). Mr. Anthony Campanaro presented this contract. Abrams Fensterman is an outside legal counsel requesting renewal of contract for calendar year 2015. Form provides legal counsel with respect to psychiatric hearings, guardianships and medical treatment. Also aids in obtaining Medicaid for undocumented alien residents. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with Abrams**

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Fensterman for one year extension effective 1/1/2016 in an amount not to exceed \$125,000.00 for the one year term. Resolution No. 197 – 2015.

LiveOnNY (LD200 #2505) Dr. Glen Faust presented this contract. This contract is being presented for a name change only. This company was formerly known as New York Organ Donor Network and they are looking to rebrand themselves as a requirement of Medicaid/Medicare. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of the name change of New York Organ donor to LiveOnNY. Resolution No. 198 – 2015.**

Let the record reflect that Dr. Caprioli said that he would recuse himself from Contract number 9 North Shore LIJ and exited the room. The Contract Committee did not lose its quorum upon the departure of Dr. Caprioli.

North Shore LIJ (LD200# 2452) Mr. Robert Yost presented this contract. NSLIJ is to provide up to one resident FTE per year to NUMC. Actual resident covering Urology may vary on a monthly basis. Resident will provide service and coverage of the Urology division. Resident will be in the program year of training 2 or 3. NUMC will reimburse NSLIJ for salary and fringe benefits for the resident. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with North Shore LIJ for one year term effective 7/1/2015 in an amount not to exceed \$90,625.00 for the one year term. Resolution No. 199 – 2015.**

Dr. Caprioli returned to the room.

Quest (LD200 b/c it is a purchasing contract on Spreadsheet) Christine Dunne presented this contract. Requesting a three year contract in an amount not to exceed \$3,420,000. 31% sealed bid sent for 904 different tests. Craig – legal opinion seal bid process – outside counsel seal bid was appropriate and the appropriate language was used. Mr. Tepper will give precise language:

Because a formal sealed bidding process procures the lowest prices available in the market for outside reference lab services, while promoting the goals of the General Municipal Law, it was in the best interests of NHCC to employ a formal sealed bid rather than a request for proposal process.

Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with Quest for a three year term in an amount not to exceed \$3,420,000.00 for the three year term. Resolution No. 200 – 2015.

NYS DOH (LD200#2517) Contract presented by Nannette Ecker **for Informational Purposes**. This is a revenue generating grant. The NYS Department of Health is looking to extend this grant for five years which was approved about 2010. This grant covers a broad range of family planning, STD, education and prevention services. Mr. Zysman asked if it was productivity or service and if it was a block amount. There are 12 staff written into the grant which defrays cost of salaries. Mr. Zysman asked did you get legal feedback for staffing and she responded that legal works with her every year with the grant. Mr. Zysman stated that he would like a review of staffing as this doesn't make

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sense to him. Ms. Ecker noted that all NCC employees who are foundation employees report to her and she is also an NCC employee. Mr. Zysman requested that legal look at this as he is concerned. Globally the hospital pay the salaries of the FQHCs and they in turn bill us back from the grant or costs associated with the grant. Mr. Zysman felt that this was not benefitting us. Mr. Mitotznik asked if we made money, lose money or break even and John responded that we break even. Mr. Mirotznik noted that the grant itself has been going on for 40 years and the majority of services are provided in community service. Historically the services were provided by community service. Mr. Zysman requested Beth to do a legal review and look at what recommendations and corrective actions if necessary are needed and give an update at the next Board Meeting. **FYI – A contract with NYS DOH for sixth year extension of five year grant effective 1/1/2016-12/31/2016 in an amount not to exceed \$819,400.00 for the one year term revenue generated.**

Health Research, Inc. (LD200#2533) Chris Mancuso presented. He is requesting approval for \$375,736.00 for one year based on current projections. This is a revenue cancer screening program provided to uninsured patients. Mammography, cancer screening for uninsured men and women. Received \$852,000.00 annually – staff is fully covered and it's a mixture of employees. Mr. Zysman requested Beth to do a legal review and look at what recommendations and corrective actions if necessary are needed and give an update at the next Board Meeting. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of R2 contract with Health Research Inc. one year extension effective 6/30/15 in an amount not to exceed \$375,736.00 for the one year term. Resolution No. 201 – 2015.**

St. John's University (LD200#2518) Robert Yost presented. He is requesting to extend current PA student training contract with St. John's University. St. John's will send physician assistant students to rotate at NUMC. The program will pay NUMC to take students, \$80 per week, per student and send approximately 2 students per month. PA students will work with staff to provide care to patients. In addition, a yearly annual administration fee of \$1,500.00 will be paid each academic year. New students will require additional 450 employee health processing fee. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of R3 contract with St. John's University for one year effective 10/6/15 in an amount not to exceed \$10,380.00 for the one year term. Resolution No. 202 – 2015.**

Health Research Inc. (LD200#2531) Mr. George Arujo presented this contract. Health Research, Inc. is a not-for-profit corporation affiliated with the New York State Department of Health. Its mission is to assist Department of Health to effectively evaluate, solicit, and administer external financial support for DOH projects. NUMC is eligible to receive a total of \$37,000 from this Hospital Preparedness Grant. The amount received is based on the number of deliverables NUMC completes. In 2014 received an amount of \$32,000 – the amount is different every year. Mr. Zysman asked why didn't we use the \$4,000 and Mr. Arujo responded that we did not meet some of the deliverables. Mr. Zysman asked who supervises and he responded a group of us. Mr. Zysman asked that at the next contracts meeting he the Board knows what he has done to exhaust the funds. Ms. Reed asked what was covered under the grant and he responded supplies and equipment, attending training course and enhancements to cameras. Mr.

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Zysman asked what deliverables did he miss and he responded that he pretty much hit everything except for a few. Mr. Zysman is requesting that Mike Farindo look at this to see why it was not used and have the response ready for next contract meeting. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of R4 contract with Health Research Inc. for one year effective 7/1/2015 in an amount not to exceed \$37,000.00 for the one year term. Mike Ferrandino to present issues that came up last year and the corrective actions at the next contract meeting. Resolution No. 203 – 2015.**

Nassau County. (LD200 # 2490) Dr. Nyapati Rao presented this contract. This is a revenue generating grant to provide outpatient psychiatric and psychological services to patients from Nassau County aged 18 and older. It is a grant from the State Education Department and Nassau County Human Services. He is requesting a two-year extension effective 1/1/2015 for an amount of \$818,357 for the two-year term. Mr. Maher is to provide an update and he is recommending that we not put a cap on the money the County wants to give us. Mr. Wright shared his concern on why we have not taken this money. Ms. Reed wanted to know why this hasn't come before the Board prior to today. Mr. Wright stated that the Psychiatric Department departmental program would continue with the grant – there are no strings attached; the County comes in once per year not to audit but just to make sure NHCC is running the program the way it should. Mr. Zysman asked why there was a delay and Mr. Wright responded that there was a delay because no one understood the grant; everyone thought there were conditions. Mr. Zysman asked what went wrong. Mr. Wright stated that the Board has been approving this over the years; the reason he can only guess is that there was a misconception about the grant. Mr. Zysman asked who has these misconceptions of how the money is used and Mr. Wright didn't want to name names. The grant can be used as presented and recommended and the County wants us to use it. We just need to submit the contract and the check will be issued and after which we will get another \$84,000.00. Mr. Zysman said this has to go before the full Board. Mr. Wright and Mr. Alfano will pick up the check. Ms. Reed reiterated that there are no strings attached in the contract. Mr. Wright stated that the money is funding our program (Schedule A of the contract is our program); the County is giving NHCC money for our program as long as NHCC follows its program. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of R5 a contract with Nassau County for at least an amount of \$818,357.00 for a two-year term effective 1/1/2015. Voted on & approved at October 5, 2015 Board of Directors Executive Committee Meeting. Resolution # 183 -2015**

Nassau County. (LD200 # 2491) Dr. Nyapati Rao presented this contract. This is a supplemental contract providing additional revenue to the above grant (LD200 #2490 - additional revenue generating grant). Services to be provided by NHCC shall include employment of personnel in accordance with the Mental Hygiene Law and the Contractor's OMH/OMRDD Operating Certificate and federal, state and local guidelines. Dr. Rao is requesting a two-year extension effective 1/1/2015 for an amount of at least \$84,000 for the two year term. If the contract is not submitted, the money will disappear. Mr. Zysman requested that Mr. John Maher bring a reconciliation of the health clinics to the next Board meeting. Mr. Zysman commended Mr. Wright as he thought he explained very well and fought to get NHCC a lot of money. Mr. Zysman added that the contract could have been presented before September. Thank you for your good work and

Minutes of the NuHealth Board of Directors Contracts Committee Meeting held on Sept. 28, 2015 clarification. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of R6 a contract with Nassau County for at least an amount of \$84,000.00 for a two-year term effective 1/1/2015. Voted on & approved at October 5, 2015 Board of Directors Executive Committee Meeting. Resolution # 184 -2015**

Nassau Community College (LD200#2532) Mr. Robert Yost presented this contract. Nassau Community College is a current educational affiliate of NUMC. They have been a past partner in academics and provide quality students/interns to assist in operations as well as learn from our staff. Students within the recent academic year have interned with our Radiology Technicians, Respiratory Therapists, Laboratory and also participated in an administrative internships. Nassau Community College will continue to send students to train at NUMC. The program will pay NUMC an annual administration fee of \$1500 once per academic year. In addition NCC will pay a \$50 student processing fee for each student. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of R7 a contract with Nassau Community College for an amount not to exceed \$15,000 for the 5 year term effective 10/1/2015. Resolution No. 204 -2015**

Mr. Zysman is requesting that legal do a full review of every grant in the institution and check if any correction action needs to be done.

Procurement Policy Updates – Mr. Robert Tepper presented a brief explanation of memo and policy with red line changes (memo is attached to minutes). Mr. Zysman would like Mr. Tepper to start preparing some revision. Mr. Mirotznik suggested additional amendment can be added in at that time. Mr. Zysman said to Doug Bruce, you are in charge of purchasing so I am asking that if you come across a company that fit in this category that you provide Board with notice. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of the Procurement Policy as amended and attached herein. Resolution No. 205 - 2015**

Insurance Policies

Ms. Faughnan drew the Chairman's attention to three items that did not make the list or addendum for this evening. Mr. Zysman stated that we will not put them on tonight, sorry. If it's not urgent, it will go next contract meeting, if it's urgent, put it to Mr. Zysman and Mr. Mirotznik with explanation. Things that were put in the day of the meeting we won't do tonight.

Mr. Maher spoke about the Insurance Carriers – and requested a one month extension of expiring policies to October 29th - liability, theft, crime, employed lawyers and D & O policies which cover directors and officers. Mr. Mirotznik stated that all our policies are in full force and effect; however we need written confirmation from Aon Dec (Declaration) Sheet; during the 30 days extension Aon does all the work. Requesting 30 day extension. Need to have a meeting forthwith with Mr. DeLuca, Mr. Caprioli, Ms. Reed, Mr. Mirotznik, and Mr. Zysman on how to move forward and save the NHCC a million plus dollars a year on various insurances. The broker has been here since 2000

Minutes of the NuHealth Board of Directors Contracts Committee Meeting held on Sept. 28, 2015 and his fee has not been raised. We need a Resolution extending for one month for the expiring policies by the next Board Meeting. Mr. Zysman asked if we have RFP extension on broker in 60 days. Mr. Mirotznik requested that a telephone call with all Board Members be set up in the next few days to review how we are going to move forward. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval for a 30 days extension on all current policies, same terms and conditions as presently existing. Voted on & approved at October 5, 2015 Board of Directors Executive Committee Meeting as a one year renewal of all policies. Resolutions # 181 -2015 and #182-2015.**

PST Services, Inc. a McKesson Company (LD200#2520) This contract was presented by Teresa Silversmith. PST Services, Inc., a McKesson company and legal entity for McKesson Business Performance Services will provide emergency room coding services which include coding for the hospital (Part A) and the physician (Part B). Requesting an amount not to exceed \$375,000 for a two year term. **Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends Board approval for name change of McKesson PST Services, Inc. effective 4/1/2015 for an amount not to exceed \$375,000.00 for the two year term. Resolution No. 206 -2015**

NMA.

Dr. Scarmato stated that this started a couple of years ago; losing a ton of money; got rid of the existing director and MSL settled something on his contract; when he left running \$700,00 deficit \$20,000 deficit minus the cost.

Mr. Zysman – is NMA making money? Sole shareholder is the medical director. Directed by NHCC if he leaves he has to give up the shares.

Mr. Zysman – why weren't we notified?

Prepared to speak at July Board Meeting but time ran out kind of like today.

Mr. Zysman – looking for hospital to fund occupational services – how was this authorized? As a subsidiary of NHCC – why not hire this hospital.

Mr. Mirotznik – You are shareholder in a private company? You could put shares in someone else's name? Yes no money exchange. NHCC directs who will be the shareholder. PC has to be owned by a physician. Mr. Tepper stated that PC was formed by NHCC structurally and under the law has to be owned by a doctor. PC has the black book.

Mr. Mirotznik asked where is the black book? Mr. Maher said no one knows. Mr. Mirotznik asked Mr. Wright do you know what the black book is and where is this book. He does not know. Do you think if you found this book that the stock certificates are filled out. Mr. Wright said no. Mr. Zysman asked can you hire PAs to run Occupational Health. The response is that are couple of job titles that do not fit Civil Service and could not be hired here, such as an Occupational billing person. Bills are submitted to the County. Mr. Zysman asked how much does the biller make and the response was probably less than \$50,000. Mr. Zysman stated that he needs a legal opinion as he does not want to vote on something if it's not right to begin with. Will feel uncomfortable approving funds; unfair to other board members not weighing in on it. Mr. Maher stated that need funding for on-boarding processes for physicals; private entity before was providing these services. Mr. Zysman asked again if there was any reason why the

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hospital cannot hire these people and minimize outsourced staff. Administrative services and county services we cannot bill Dr. Familiar is NMA physician and can bill. Mr. Mirotznik asked Mr. Maher if he had seen a Dec Sheet from this private entity naming us as additional insured. Can you go back 5 years and fill out dec (policy of malpractice) general liability? Dr. Scarmato stated that going forward he will gladly do that. Mr. Zysman stated that NMA will not be approved tonight because he is not confident it will be done properly. **Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends that NMA for Occupational Health Contract be deferred and tabled for next contracts meeting. Tabled.**

Plugs Technology Inc. (LD200 #2539) **Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends that this contract be tabled until the next contracts meeting. Tabled.**

Cerner Health Services, Inc (LD200#2541) **Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends Board approval for name change only as written. Resolution No. 207 -2015**

Merge Healthcare (LD200 #2543) **Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends that this contract be tabled until the next contracts meeting. Tabled.**

Healthix Inc (LD 200#2546 #13) Presented by Farooq Ajmal requesting an amount not to exceed \$208,440 for the 3 year term effective 1/1/2013. **Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends that this contract be approved in an amount not to exceed \$208,440 indemnified State of New York for the three year term effective 1/1/2013. Resolution No. 208 -2015**

Velocity, Inc (LD 200##2544) Presented by Farooq Ajmal. This contract was reviewed by legal for the conflicting language and clarification language. Monthly fee for hosting the service and requesting extension of 18 months; will RP in 3 months January or February (new RFP on the street) asking for new hosting services. Mr. Tepper stated that language was tricky and the vendor made the same mistake. RFP will be issued January or February 28th. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with Velocity Inc for an amount not to exceed \$830,000 for a term of 18 months effective 10/1/2015. Resolution No. 209 -2015**

Sunquest Information System (LD200#2540) Sunquest is the provider of the Laboratory, Radiology and Anatomical Information Systems. Requesting an amount not to exceed \$32,000 for the one year term. **Upon a motion made, duly seconded and unanimously adopted, the Contracts Committee recommends Board approval of a contract with Sunquest Information System for an amount not to exceed \$32,000 for 1 year term effective 10/1/2015. Mr. Maher will make sure allocations are right. Resolution No. 210 -2015**

TriTech – presented by Ms. Faughnan. No Fault billing and collection matters. Board passed resolution. Legal department needed 9 month extension amendment never

Minutes of the NuHealth Board of Directors Contracts Committee Meeting held on Sept. 28, 2015 written. RFP in 2011 inpatient/outpatient did not acknowledge the fact that there were two. Board had put cap on but Mr. Ciotti asked that Ms. Faughnan make a special exception and present the request (2 parallel agreements inpatient/outpatient.) Mr. Zysman asked who is the owner now – Revenue Cycle it was originally John Sherman from Finance department. John Sherman was previously approved. Trittech billed and collected and kept their fee and as of 3/31/2014 expiration Trittech continued their practice. Bills go back to April 1, 2014. Mr. Zyzman stated good feedback and information provided. **Upon a motion made, duly seconded and unanimously adopted the Contracts Committee recommends that this contract be tabled until the next contracts meeting. Tabled.**

3. Close of the Regular Meeting. Upon a motion made, duly seconded and adopted, the Contracts Committee meeting was adjourned at 10:04 p.m.

The next meeting will be announced.

Approved:

Warren Zysman, LCSW, Chair
Contracts Committee, NHCC