



To: CCPA Purchasing Partners Board of Directors

From: Kena Norris, Executive Director

Re: Minutes of Monday, November 14, 2016 CCPA Board of Directors Meeting

**Members Present**

Dov Shapiro, MD  
Sheri Ross, MD  
Michael Siegel, MD  
Tim Geleske, MD  
Guy Randolph, MD  
Valerie Kimball, MD  
Douglas Ashley, MD  
Mary Hall, MD  
Jonathan Necheles, MD  
Ushma Patel, MD  
Rebecca Unger, MD  
Susan Sirota, MD  
Alison Gehle, MD  
Virginia DePaul, MD

**Others Present**

Kena Norris, MJ, FACHE  
LaVonna Swilley, MBA  
Anika Walker

**1. Call to order**

**Dov Shapiro, MD**

The CCPA Purchasing Partners Board of Directors meeting was held on Monday, November 14, 2016 at McCormick and Schmick's, Skokie, IL. Dr. Shapiro, President, called the meeting to order at 6:38 p.m.

A. *Motion 1: to approve minutes from the 09/12/2016 CCPAPP meeting.* The motion was made, seconded and unanimously approved.

Dr. Shapiro made the announcement that due to personal reasons, he is unable to continue his term as board president. Therefore, Dr. Kimball will move into position as board president. Dr. Shapiro is also seeking a new vice-president to take Dr. Kimball's place. Please contact Ms. Norris, Dr. Shapiro or Dr. Kimball if there is an interest to serve as the board vice-president.

Dr. Kimball accepted the president role and wants to meet with CCPA/PP staff to introduce herself and schedule regular meetings thereafter.

The motion to accept the resignation of Dr. Shapiro and appoint Dr. Kimball as the new board president will take place at the end of the CCPA board of directors meeting.

## **2. Report from the Treasurer**

**Michael Siegel, MD**

The YTD financial statement was reviewed by Dr. Siegel. CCPA Purchasing Partners (CCPAPP) has about 1.5 million dollars in cash. It was stated that income from Merck is down due to the deferment of payment until 2017 due to the new distribution timeframe. Dr. Siegel stated membership has been flat for the last couple of months due to the restructuring. However, active recruiting will begin once the restructuring is complete. He also mentioned staff salaries and benefits are due to Lurie Children's at the end of December 2016.

A. *Motion 2: To approve Treasurer's Report for YTD Financial Statement as of 09/30/2016 (Attachment 2).* The motion was made, seconded and unanimously approved.

## **3. Report from Executive Director**

**Kena Norris, MJ, FACHE**

### A. CCPAPP Restructuring Update (*Attachment 3*)

Ms. Norris stated CCPA Purchasing Partners (CCPAPP) has officially received a super majority of votes needed to restructure from a limited partnership (L.P.) to limited liability company (LLC). Ms. Norris thanked the CCPAPP staff for their work on collecting over 1500 member votes required for the restructure. Ms. Norris will work with our attorney Rob McCann to submit proper documentation to the State so CCPAPP can be converted to a LLC before the end of the year.

Ms. Norris also stated CCPAPP has received interest from other states to join CCPAPP. Paresh Patel, CCPAPP National Sales Manager, has specific target states where he will be particularly focused on recruiting new members. Dr. Shapiro asked if the board can review the CCPAPP marketing plan. Ms. Norris stated that the CCPAPP staff will attend the March 2017 board of directors meeting, which will primarily focus on CCPAPP plans for 2017.

### B. Distribution Timeframe

Ms. Norris reminded the board about the new distribution timeframe as previously approved by the CCPAPP board. Member practices will now receive their vendor sales report in advance and have approximately two weeks to review for accuracy before distribution checks are issued.

### C. McKesson agreement

Ms. Norris stated CCPAPP met with McKesson to review the new contract and McKesson has agreed to CCPAPP requested changes. Ms. Norris presented the contract to our attorney Rob McCann for review. The new contract will be executed and effective in January 2017.

#### D. Time for a Checkup

Ms. Norris announced that Time for a Check-up seminar is scheduled for this Thursday, November 17, 2016. Dr. Shapiro and Dr. Kimball will not be able to attend to facilitate the meeting. Dr. DePaul volunteered to moderate the event in their absence and will act as co-moderator with Ms. Norris.

The next meeting is scheduled for January 09, 2016 at 6:30 p.m. at McCormick & Schmick's.

**Adjournment** - Meeting was adjourned at 6:58 pm by Dr. Shapiro.