

**HEALTHTRUST, INC.**  
**BOARD OF DIRECTORS**  
**Minutes of December 4, 2023**

**BOARD OF DIRECTORS PRESENT:**

|   |   |
|---|---|
| Rossner, Daniel, Bus Admin, SAU #48, <i>Chair</i>   | Hilchey, Susan, Director of HR, SAU #25                           |
| Dunn, Scott, Town Admin, Gilford, <i>Vice Chair</i> | Rapp, Brian, Deputy Chief, Claremont Fire Department<br>(virtual) |
| Clark, Michelle, Bus Admin, SAU #66                 | Sheing, Jill, HR/Payroll Coord, Strafford Cnty (virtual)          |
| Codling, Brigitte, Town Manager, Haverhill          | Stacey, Cathy Ann, Reg of Deeds, Rockingham Cnty<br>(virtual)     |
| Dean, Russell, Town Manager, Exeter                 |   |

**BOARD MEMBERS UNABLE TO PARTICIPATE**

|                                      |   |
|--------------------------------------|---|
| Ford, Duane, Business Admin, SAU #67 | Trahan, Sarah, Teacher, Winnacunnet H. School |
|--------------------------------------|---|

**STAFF PRESENT:**

|                                  |  |
|----------------------------------|--|
| Herrick, Jeanne, General Counsel |  |
|----------------------------------|--|

Chair Daniel Rossner opened the HealthTrust Board meeting at 9:01 a.m. Chair Rossner noted that Jill Sheing and Cathy Ann Stacey would be participating remotely as it was not reasonably practical for each of them to attend in-person. When Chair Rossner asked if there was anyone in the room with Ms. Sheing, she responded, no, and when Chair Rossner asked if there was anyone in the room with Ms. Stacey, she responded, no. Chair Rossner stated that all votes would be taken by roll call.

**Minutes of the November 20, 2023 HealthTrust Board of Directors Meeting**

Chair Rossner asked if there were any questions or other revisions to be had to the minutes. None were raised.

**MOTION** by Michelle Clark, seconded by Scott Dunn to adopt the minutes of the November 20, 2023 HealthTrust Board of Directors meeting.

*Roll call vote*

|                   |   |                  |   |
|-------------------|---|------------------|---|
| Clark, Michelle   | Y | Hilchey, Susan   | Y |
| Codling, Brigitte | Y | Rossner, Daniel  | Y |
| Dunn, Scott       | Y | Sheing, Jill     | Y |
| Dean, Russ        | Y | Stacy, Cathy Ann | Y |

**MOTION** passed unanimously.

The Chair suggested that the Board consider entering a Non-Public Session under RSA 91-A:3, II(b) to discuss the next item on the agenda, hiring of a public employee.

**MOTION** by Michelle Clark, seconded by Cathy Ann Stacey, to enter Non-Public Session pursuant to RSA 91-A:3, II(b).

*Roll call vote*

|                   |   |                 |   |
|-------------------|---|-----------------|---|
| Clark, Michelle   | Y | Hilchey, Susan  | Y |
| Codling, Brigitte | Y | Rossner, Daniel | Y |

|             |   |                  |   |
|-------------|---|------------------|---|
| Dunn, Scott | Y | Sheing, Jill     | Y |
| Dean, Russ  | Y | Stacy, Cathy Ann | Y |

**MOTION** passed unanimously at 9:04 a.m. The Board and Jeanne Herrick remained in the meeting.

The Board reviewed the results of the HealthTrust staff survey and the draft job advertisement for the Executive Director position. Discussion ensued.

*Brian Rapp joined the meeting virtually at 9:21 a.m.*

Chair Rossner noted that Brian Rapp would be participating remotely as it was not reasonably practical for him to attend in-person. When Chair Rossner asked if there was anyone in the room with Mr. Rapp, he responded, no.

Chair Rossner suggested establishing an ad hoc committee to carry-out additional tasks related to the hiring including selecting applicants to participate in and conducting the first round of interviews. Mr. Rossner invited all members of the Finance and Personnel Committee and the chair of the Strategic Planning Committee and Mr. Rapp, a Member of the Governance Committee, to serve on the ad hoc committee. All accepted. Chair Rossner suggested scheduling the first meeting of the Ad Hoc Executive Director Hiring Committee meeting for Wednesday January 10, 2024 at 9:00 a.m. to review applications and to take such other action as deemed appropriate.

**MOTION** by Brigitte Codling, seconded by Russell Dean to exit the Non-Public Session.

*Roll call vote*

|                   |   |                  |   |
|-------------------|---|------------------|---|
| Clark, Michelle   | Y | Brian Rapp       | Y |
| Codling, Brigitte | Y | Rossner, Daniel  | Y |
| Dunn, Scott       | Y | Sheing, Jill     | Y |
| Dean, Russ        | Y | Stacy, Cathy Ann | Y |
| Hilchey, Susan    | Y |                  |   |

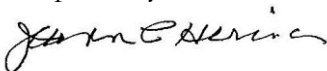
**MOTION** passed unanimously at 10:14 a.m.

A brief discussion ensued regarding attendance by Board members who are not also member of the Ad Hoc Executive Director Hiring Committee at the committee meeting. Chair Rossner affirmed that all members of the Board are welcome to join and participate but would not be allowed to vote.

**MOTION** by Russell Dean, seconded by Susan Hilchey to adjourn the meeting.

**MOTION** passed unanimously at 10:18 a.m.

Respectfully submitted,



Jeanne Herrick, HealthTrust General Counsel