

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF DIRECTOR

ACTION REFERRAL

TO <i>Mells</i>	DATE <i>1-19-07</i>
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DIRECTOR'S USE ONLY	ACTION REQUESTED
1. LOG NUMBER <i>000471</i>	<input type="checkbox"/> Prepare reply for the Director's signature DATE DUE _____
2. DATE SIGNED BY DIRECTOR <i>Cleaved 1/24/07, letter attached.</i>	<input checked="" type="checkbox"/> Prepare reply for appropriate signature DATE DUE <i>1-30-07</i>
	<input type="checkbox"/> FOIA DATE DUE _____
	<input type="checkbox"/> Necessary Action

APPROVALS (Only when prepared for director's signature)	APPROVE	* DISAPPROVE (Note reason for disapproval and return to preparer.)	COMMENT
1.			
2.			
3.			
4.			

CHARLES H. "CHUCK" MEEHAN

6305 Sylvan Drive

Columbia, South Carolina 29206-1555

803.732.5689 (Home) ♦ 803.260.6926 (Mobile)

[Meehanch@aol.com](mailto:Meehanch@aol.com)

**RECEIVED**

JAN 19 2007

Department of Health & Human Services  
OFFICE OF THE DIRECTOR

January 18, 2007

Mr. Samuel Griswold

*Executive Director*

**Health & Human Services**

PO Box 8206

Columbia, SC 29202

*Yes - Wells  
"Approp. Sign"*

Dear Mr. Griswold,

I am in the early stages of a career transition and it appears only logical to me that I contact companies where I could **immediately become productive**.

Should you have now, anticipate in the future or hear of an appropriate opportunity, I would welcome the opportunity for an interview, introduction or referral.

Thanks for taking the time to read this letter and know that I look forward to hearing from you after you have had a chance to review the attached resume.

Sincerely,



Chuck Meehan

**CHARLES H. "CHUCK" MEEHAN**

6305 Sylvan Drive  
Columbia, South Carolina 29206-1555  
803.782.5689 (Home) ♦ 803.260.6926  
[Meehanch@aol.com](mailto:Meehanch@aol.com)

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**OBJECTIVE:**

Strategic planning or other related opportunity compatible with my educational background and work experience.

**EDUCATION:**

Tulane University, New Orleans, Louisiana  
**Master of Public Health – Medical Care Administration, 1976**

University of South Carolina, Columbia, South Carolina  
**Bachelor of Science – Biology, 1967**

**SUMMARY:**

**Stable, dependable, family and community oriented professional with strong organizational skills in search of the right opportunity! Am people oriented, trustworthy, loyal and have high values. Am best at organizing the planning process, managing the implementation and analyzing data.**

**EXPERIENCE:**

04/82 – 12/06

**Sisters of Charity Providence Hospitals, Columbia, South Carolina**

*Director of Planning*

Reported to the *Senior Vice President* with responsibility for managing the strategic planning process. Analyzed internal and external data, developed reports and presentations for committees and managed outside consultants for specific planning task. Also provided staff support for the Board of Trustees Planning Committee and the Administrative Planning Committee.

- **Developed numerous Certificate of Need applications** which led to the addition of more than **100 beds to the hospital system** and the **establishment of a new hospital** to serve the fast growing northeast section of Richland County.
- **Managed an application process** that resulted in a **\$2.2 million dollar USAID grant** to assist with a hospital in Romania in the establishment of a **cardiovascular disease prevention program**. **Managed the project** for its duration from 1993-1996 and made approximately nine trips to Romania.
- **Was asked by administration on three occasions** to be the hospitals' *Managed Care Contract Negotiator*. (Was the hospital's first *Managed Care Contractor*).
- **Preceptor for graduate students** working on a Masters in Healthcare Administration.

**OTHER**

**EXPERIENCE:**

From 10/76 – 04/82, was a *Senior Review Associate* for the **Three Rivers Health Systems Agency** in Columbia, South Carolina serving as the primary staff to the **Project Review Committee** with responsibility for analyzing applications for **Certificates of Need**. From 1973-1976, was an *Instructor and Director of Resources* in the *School of Public Health and Tropical Medicine* at **Tulane University** in New Orleans, Louisiana. Taught survey techniques in the continuing education program, assisted in the development of new training programs and acted as an *advisor* to students during field placement. Also conducted various lectures and seminars on survey processes and governmental regulations. Began career working with the **South Carolina Department of Health and Environmental Control (DHEC)** as a *Field Supervisor* before being **promoted to a Health Facilities Specialist** in 1968.

**MEMBERSHIPS &  
COMMUNITY  
ACTIVITIES:**

**Boy Scouts of America-Eagle Scout** and a *member of the Congaree District Committee of the Indian Waters Council*. Also am the *Chair of the Eagle Board of Review for the District*.

**North Lake Sertoma Club-Treasurer** and received “Sertoman of the Year Award” in 1998. **St. Martin’s in the Fields Episcopal Church**-Am currently serving a third term on the *Vestry* and was a former *Senior Warden, Junior Warden*, a former *Sunday School Teacher* and former *Member of the Board of the St. Martin’s Foundation* as well as chaired the *Investment Committee*.

**Carolinas Society for Healthcare Strategy and Market Development**- Have been a past *President* (twice), past *Vice President* (twice) and past *Treasurer*. Received the *Charles Hite Award* for service to the Society in 2004 and received special recognition for 20+ years of service to the Society in 2006.

**The Free Medical Clinic- Board Member**, 1999-2006

**Richland Care Coalition- Advisory Board Member**, 2002-2006.

**South Carolina Hospital Association**- Served on the *Planning Committee, Data Committee*, and *Chaired the Planning Issues Subcommittee*.

**American Hospital Association-Society for Healthcare Strategy and Market Development – Member**.

**American Public Health Association- Member**.

**A.T. Still University** -Was a *Distant Learning Instructor* on the History of the US Healthcare System.

**USC School of Public Health-Guest Lecturer** for a Health Planning Class.

Am also a *member of a Tuesday Morning Prayer Breakfast*.

**REFERENCES:**

Available upon request.



State of South Carolina  
Department of Health and Human Services

Mark Sanford  
Governor

Robert M. Kerr  
Director

January 24, 2007

Mr. Charles H. Meehan  
6305 Sylvan Drive  
Columbia, South Carolina 29206-1555

Dear Mr. Meehan:

Thank you for your letter to the Department of Health and Human Services (DHHS) regarding your career transition objectives. Your letter and resume were forwarded to the Department's Office of Human Resources.

I am happy to forward your resume to our appropriate program staff for future reference should they have any openings; however, to apply for a position with us, a State of South Carolina Employment Application must be completed for any position for which you are qualified and interested. If you are interested in applying for a position on our team, please take a look at our current job vacancies listed on-line at [www.state.sc.us/jobs/J02/](http://www.state.sc.us/jobs/J02/). A job application can be obtained by calling our Office of Human Resources at (803) 898-2670 or by downloading an application from the state's website at <http://www.ohr.sc.gov/OHR/applicant/OHR-application.phhtm>.

If at any time during the employment process you have questions please call our applications manager Ms. Ann Weaver at (803) 898-2670. I wish you the best of luck in your job hunting endeavors!

Sincerely,

Tonya Chambers  
Human Resources Director - DHHS

cc: Mr. William Wells, Deputy Director

Office of Human Resources  
P. O. Box 8206 Columbia South Carolina 29202-8206  
(803) 898-2670 Fax (803) 898-4515

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