

**Board of Directors**  
*Friday, April 26, 2019*  
*1:00 p.m.*  
**GCHC**

*725 Mason Street – Conference Room*

Board Members Present:

Claudnyse Holloman, Rob Podlesak, Linda Keller, Deborah Duckett, Yolanda Oliver-Yancey, Tamar Pleasant-Swain (via phone), Valerie Southall, Melody Releford, Rebecca Jackson (via phone), Steven Schwartz, Erica Thrash-Stall (via phone)

Board Members Absent: None

Guests:

Dr. Wendy Ringo, ED, Brian Swiecicki, VP Business Operations, Jean Troop Reimbursement Officer, Sandy Sweet, Accounting Manager, Staci Hines, Behavioral Health Supervisor, Danis Russell, CEO of GHS, Tim Winship, Attorney representing the Williams Firm, Michelle Merritt.

*Recording Secretary: Yolanda Larry, GCHC/GHS Administrative Assistant*

**Board Meeting called to order at 1:02 p.m. by Claudnyse Holliman**

**I. Adoption of Agenda**

*Linda Keller moved to revise agenda and move the Executive Director's annual evaluation to follow approval of the minutes. This is for the purpose of going into close session to review the employee exit interviews. Linda also proposed under item 5 to re-elect board members before board officers are elected. Rob Podlesak supported,*  
**Motion carried**

**II. Welcome and Introductions**-Round table/telephone introductions conducted.

**III. Public Participation & Community Feedback**

**IV. Approval of Minutes**

Rob Podlesak addressed corrections needed for March 29, 2019 meeting minutes.

**1<sup>st</sup> revision (page 3)** Reimbursement and productivity statistics last sentence in paragraph reads: Nurse Practitioners were budgeted at 12.1 currently at 9.1 encounters for the month of February.  
**Correction:** for budget projections purposes Nurse Practitioners are budgeted for 12.0.

**2<sup>nd</sup> revision (page 3)** Contract renewal for Dr. Pyatt currently reads: Yolanda Oliver-Yancey moved to revisit data for consumer encounters from years 2016, 2017 and 2018. **Correction:** Revise minutes to reflect Yolanda Oliver-Yancey requested productivity numbers and not consumer encounters.

**3<sup>rd</sup> revision (page 4)** Discussion of the board application of Huey Newsome. Minutes reflect, Rob Podlesak expressed concerns of Mr. Newsome application because of Mr. Newsome leaving the City

of Flint position not under the best of terms. **Correction:** Mr. Newsome leaving the City of Flint was contentious with City Council.

**4<sup>th</sup> revisions** Shirley Cathey, Health Coach, name was not included as a guest for March 2019 Board Meeting.

The March 29, 2019 minutes will be revised to reflect the noted changes and corrections.

*Linda Keller moved to approve board minutes with corrections, Valerie Southall supported*  
**Motion carried**

*Valerie Southall moved to continue with Dr. Ringo contract, as is, for thirty (30) day with the stipulation that Dr. Ringo provide an update relative to the progress of the CAP (Corrective Action Plan) with dates. Also included in the CAP, to have a better response time with communication to the board and ensure all carried motions are completed and in the board packet. Yolanda Oliver-Yancey supported.*

**Motion carried with Melody Releford, Yolanda Oliver-Yancey, Valerie Southall, and Rebecca Jackson in favor, Rob Podlesak, Debbie Duckett, Linda Keller and Steve Schwartz - opposed**

#### V. **Executive Director Annual Review**

*Pursuant to the Michigan Open Meetings Act (MCL 15.268, Sec. 8 (h), XXXXXX moved that the Board enter into closed session to discuss the personnel matters.*

*At 1:11 p.m., the meeting room was emptied of all non-essential personnel, and Closed Session began.*

*3:02 p.m. Linda Keller moved and Steven Schwartz supported resuming open session.*

**Board resumed Open Session at 3:14 pm.**

#### VI. **Election of Board of Director Officers**

The Board Chair addressed ending terms for Secretary, Linda Keller and Treasurer, Rob Podlesak. Linda Keller resigned from her role as member at large and Secretary effective April 26, 2019.

Debbie Duckett moved to re-elect Rob Podlesak as a Member at large, Steve Schwartz supported, **Motion carried** with Yolanda Oliver-Yancey and Valerie Southall – **Opposed**, Melody Releford - *Abstained*

The floor was opened to nominations for the offices of Board Chair, Vice Chair, Secretary and Treasurer. The slate included Rob Podlesak (Treasurer), Valerie Southall (Secretary), Yolanda Oliver-Yancey (Vice Chair) and Claudnyse Holloman (Board Chair)

*Steve Schwartz moved to vote on the nominated slate as presented, Debbie Duckett supported*  
**Motion carried**

#### VII. **Finance Summary**

Statement of Revenue and Expenditures: Surplus for the month of March \$4,607. Patient Revenue Medicaid down \$89,625 due to fiscal year 19 wraparound. Wraparound summary provided to board to explain why \$300,000 must be returned to Medicaid.

Reimbursement & Productivity Statistics – Medicaid revenue per paid encounter down to \$66 due to Medicaid repayment. Productivity for the month of March 8.3 which is lower than the previous month of 8.9.

Alternative Funding Source – Payment received from SIMS in the amount of \$71,978.

GCHC Audit – Audit reports provided within board packet. Board members directed to page 45 and page 46 of the audit report. Audit report reflects the health center provided a net cash of \$253,104 to GHS for the fiscal year. Audit was a clean audit with no conditions and/or findings.

## **VIII. Contract Renewals**

Three contract renewals up for approval:

- a. Dr. David H. Pyatt - raise increase,
- b. Dr. Michael Owczarzak – contract extension
- c. Contract renewal with PMG group (credentialing group)

### **Grants**

- a. Grant submission for the AIMS expansion grant has taken place. No response has been received as of this date. Grant description provided within packet. Rob Podlesak to provide board members a budget narrative along with the budget for review.
- b. PCORI – Patient Centered Outcome Research Initiative – Dr. Ringo provided a letter of recommendation from the health center to support Dr. Todd Lucas – Michigan State University in support of a research grant initiative. This could provide possible benefits for the health center in the future.

*Rob Podlesak moved to approve FY19 March financials, Financial Audit of the GHS FY 19, Contract renewals for Dr. David Pyatt, Dr. Michael Owczarzak and Priority Management Group, Valerie Southall supported*

***Motion carried***

## **IX. Quality and Safety Committee**

- a. Valerie Southall provided the revised dress code policy to the Board for approval. It replaces the current professional attire policy dated July 2002.

*Valerie Southall moved to approve the revised dress code policy, Yolanda Oliver-Yancey supported*  
***Motion carried***

- b. Peer Review results – Tabled until May 24, 2019

## **X. Executive Director's Report**

- a. *Health Alliance Plan* - Sponsorship funds received from Health Alliance Plan (HAP) in the amount of \$10,000. Portion of funds received were applied to the Hats & Handbags event. Balance of funds to be utilized for future outreach events.

- b. *Vision Steering Meeting*: rescheduled due to availability of board members.
- c. *Wise Women Program*: The GHP Coordinator has officially started and is now on-site at the health center.
- d. *Medical Director*: Dr. Levine first day of employment will be Wednesday May 1, 2019.
- e. *Resignations and Job Postings*: Christa Jackson – last day of employment April 11, 2019, currently posting for two (2) RN Care Managers.
- f. *Representative Cherry* visited the health center to tour the facility as well as to discuss health center needs. Representative Cherry asked if we would direct any patients or anyone who expresses concerns with PFAS to him.
- g. *Franklin Avenue Mission/Transportation*: Dr. Ringo asked Staci Hines – Behavioral Health Supervisor to provide discussion on the fore mention items. Staci Hines informed the Board that discussion had taken place with Pastor Yopp. A meeting is scheduled for May 2, 2019 to discuss further engagements between GCHC and Franklin Avenue Mission. Also, GCHC transportation van has been delivered. Staci Hines recently completed a transportation policy and has submitted to Dr. Ringo for approval and will be brought forth to Board of Directors for approval.
- h. *HRSA/SAC grant*: Grant secured for three (3) years
- i. *Behavioral Health Training update*: Behavioral Health Supervisor and Social Workers unable to attend due to training date being closed. Same training with different location has been offered for the month of July (July 25<sup>th</sup> and July 26<sup>th</sup>.)
- j. *Human Resources*: Dr. Ringo is requesting to post for the positions of Director of Integrated Health or Director of Operations along with Front Desk Supervisor. Dr. Ringo and Brian Swiecicki are working to ensure that resources are properly allocated before presenting to the board. Board Chair Claudnyse Holloman asked Dr. Ringo to provide budget along with the positions that she is requesting to be filled.

Steven Schwartz asked to return discussion back the financials momentarily and requested Dr. Ringo provide an action plan on, how to increase Medicaid billable hours that are not substance abuse, for next month's meeting.

## **XI. Old Business:**

- a. *Strategic Planning*: Board Chair, Claudnyse Holloman referenced the by-laws stating that a Strategic Planning Committee must be in place to work on the strategic plan along with assessing the three (3) consultants that have been presented. Claudnyse Holloman appointed Melody Releford to chair the committee. Yolanda Oliver-Yancey will also be a part of the committee. Claudnyse Holloman also stated employees should also be a part of the committee as well. The committee is to review all contracts and provide recommendation to the Board.
- b. *Atherton East Update*: Tabled until May 2019 Board of Director meeting.

Yolanda Oliver-Yancey's motion from March 2019 meeting requesting the last (3) three years' productivity numbers was not provided at this month's meeting. Information to be available at May 2019 Board Meeting. Board Chair Claudnyse Holloman stated a motion was needed relating to Human Resource issues to brought to the board.

*Tamar Pleasant-Swain moved to have anything directed towards the Executive Director's performance relating to any grievances, exit interviews and performance issues, be brought to the Board of Directors, Human Resources and Danis Russell, CEO of GHS, Melody Releford supported*  
**Motion carried**

*Steve Schwartz moved to have Dr. Ringo provide an action plan for offsetting monies owed to Medicaid that would increase billable encounters, Debbie Duckett supported*  
**Motion carried**

*Steve Schwartz moved to have Board Meeting go into closed session, Debbie Duckett supported,*  
**Motion carried**

*Pursuant to the Michigan Open Meetings Act (MCL 15.268, Sec. 8 (h), XXXXXX moved that the Board enter into a 2<sup>nd</sup> closed session to discuss the personnel matters.*

**Adjournment:**

Next Board Member is scheduled for:  
May 24, 2019 @ 1:00 p.m.  
725 Mason Street Board Room

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Board Chairperson

Date