

Board of Directors
Friday, August 23, 2019
1:00 p.m.
GCHC
725 Mason Street – Conference Room

Board Members Present:

Claudnyse Holloman; Board Chair, Steven Schwartz, Deborah Duckett, Kyle McCree, Erica Thrash-Sall (via telephone)

Board Members Absent: Yolanda Oliver-Yancey (unexcused), Robert Podlesak (excused), Melody Relerford (unexcused), Tamar Pleasant-Swain (excused)

Guests:

Brian Swiecicki, GCHC-Interim Executive Director; Glen Chipman, GHS-CFO; Sandy Sweet, GHS-Accounting Manager; Jean Troop, GHS-Reimbursement Officer

Recording Secretary: Karen Riddle, GHS Administrative Assistant

Board Meeting called to order at 1:03 p.m. by C. Holloman.

I. Distribution of iPads

Prior to the official start of the meeting, GHS-ITS staff set up S. Schwartz with an agency iPad.

II. Adoption of Agenda

D. Duckett moved, S. Schwartz supported to accept the agenda as written.

Motion carried

III. Welcome & Introductions: Roundtable and telephone introductions, no new board members or staff present.

IV. Public Participation & Community Feedback

No public present for comments.

V. Approval of Minutes: July 26, 2019

Debby Duckett moved, Steve Schwartz supported to approve the July 26, 2019 minutes as presented.

Motion carried

VI. Finance

G. Chipman presented the financial packet for approval and discussion. The surplus for July was \$159,283 and year-to-date was \$583,975. G. Chipman reported that there were a few variations but overall the budget is staying rather consistent.

The graphs were reviewed and discussed. The less than 45 days in A/R goal has not been met, but it is being worked on and reviewed to find ways to meet the goal. The Claim Denials and Average days

to Claim Submission goals have been met and work will continue to maintain those standards. The Cost, Reimbursement & Productivity information is staying pretty consistent. It was noted that variances occur when encounters do not get processed within the same month and are carried over to the next month. Medicaid quarterly wrap dollars continue to be placed in reserve and dollars moved monthly as they are earned based on current encounters.

G. Chipman reviewed and discussed with the Board the remaining financial packet including the grant pages, summary of program income, grant year budget and alternative funding sources. B. Swiecicki added that he had a meeting with Genesee Health Plan and the interpreter grant has been reinstated.

Kyle McCree moved, Steven Schwartz supported the approval of the FY19 July 2019YTD Financials as presented.

Motion carried

The Average Number of Patients Seen per Day by Providers and Social Workers graphs were discussed. B. Swiecicki said that the hope is to see Donnelly's numbers increase with the changes made in location and scheduling. Williams works with Donnelly so the expectation is that those numbers will increase as well. Atherton is open Monday and Wednesday from 8:00 a.m. - 4:30 p.m.; Friday from 8:00 a.m. – 12 noon; and closed on Tuesday and Thursday. Staff report to the Center City site during the hours/days that Atherton is closed.

Relationships with other providers to refer to the Psych NP's will be re-established once the waitlist is considerably reduced or eliminated.

The UDS 2019 Diabetes measures were reviewed. J. Troop stated that this measure is brought to the Board on a quarterly basis to keep them updated and informed of the progress. It is recognized that further work with patients is needed to bring this measure down.

VII. Interim Executive Director's Report

B. Swiecicki presented the ED report. He reported on the QI Grant received in the amount of \$98,000 which exceeded other entities in the community. The HRSA Notice of Award has been issued through 04/30/2020 in the amount of \$98,250. There was a carry-over from last year's QI and SUD-MH grants.

The Genesee Health System MDHHS Compliance Report year ending 09/30/2019 was presented to the Board. B. Swiecicki reported that it was clean with no findings.

B. Swiecicki reported that he is planning a meeting with the Housing Commissioner regarding the Park Commons. They are breaking ground in September 2019 with a projected completion of the first phase in June 2020. As the residents move out of the Atherton housing complex, the vacancies are not refilled which has necessitated the reduced hours at that health center's location.

The National Health Center Week events were well received and we came in under budget due to donation support.

B. Swiecicki reported on filled and soon-to-be filled positions. The Behavioral Health Supervisor has been interviewed and a decision will be made soon. The Office Manager has been filled by Charmaine

Femster. She comes from MPCA and has clinical experience. There have been some impressive LPN and RN Care Manager interviews and it is hoped that decisions for these positions will be made in the near future. There is discussion related to the cost effectiveness in filling the CCO position with a seasoned Ph.D. that could give oversight during Dr. Levine's off time.

B. Swiecicki notified the Board that the FY2020 budget will be presented for approval at the next meeting. He also handed out the 2018 Annual Report. There are always extra copies on hand should anyone need these to take to other meetings. It is full of statistics and good information regarding GHS and GCHC. It's a very good report and shows we are moving in a positive direction.

Debby Duckett moved, Kyle McCree supported accepting the Interim Executive Director's report.

Motion carried

VIII. Corporate Compliance

The conflict of interest and confidentiality agreements were handed out for signatures. These will continue to be handed out at each meeting until all signatures are collected.

IX. Strategic Planning Committee Summary

There was no activity and no report for the Strategic Planning Committee. However, it was noted that there needs to be movement on the strategic planning in the very near future. B. Swiecicki will engage the consultant and copy Melody Relerford on his actions.

X. Personnel Committee Summary

No committee meeting to report upon. Please note the previous discussion under the Interim Executive Director's Report.

XI. Quality and Safety Committee Summary

B. Swiecicki reported that quality measures are in place and being met or exceeded. This is recognized the QI grant dollars awarded. The Patient Center Medical Home application was submitted and awaiting acceptance. Kudos were given to Sherry Woods for her leadership along with all the staff in achieving great quality measures.

Steve Schwartz moved, Kyle McCree supported accepting the Quality and Safety Committee report.

Motion carried

XII. New Business

B. Swiecicki presented the GCHC Exception Dismissal Policy and it was discussed.

Debby Duckett moved, Steve Schwartz supported to accept the GCHC Exception Dismissal Policy as written.

Motion carried

Claudnyse Holloman reiterated that if a board member misses three consecutive meetings without notification, per the GCHC Bylaws, it is justification for dismissal. If you cannot make a meeting, please contact the Board Chair and let her know in order to be recorded as an excused absence.

There were two board resignations as of this date: Tamar Pleasant-Swain and Rob Podlesak. The Board Chair also informed the board that there is an opening for Board Treasurer and will be looking for nominations at the next Board Meeting on September 27, 2019.

XIII. Adjournment

Steve Schwartz moved and Debby Duckett supported the motion to adjourn the meeting.
Meeting adjourned at 1:55 p.m.

Next Board Member is scheduled for:
September 27 @ 1:00 p.m.
725 Mason Street Board Room

Board Chairperson

Date