

Board of Directors

Friday, September 27, 2019

1:00 p.m.

GCHC

725 Mason Street – Conference Room

Board Members Present

Claudnyse Holloman, Chair, Yolanda Oliver-Yancey, Autumn Bagley, Deborah Duckett, Erica Thrash-Sall, Sam Olson

Board Members Absent

Steven Schwartz (excused), Kyle McCree (unexcused), Melody Releford (resigned)

Guests

Brian Swiecicki; GCHC Interim Executive Director, Sandy Sweet; GHS Accounting Manager

Recording Secretary: Lisa Polmanteer, GHS Executive Assistant

Meeting called to order at 1:13 p.m. by C. Holloman

I. Adoption of Agenda

Duckett moved, Oliver-Yancey supported the motion to adopt the agenda as presented.

Motion carried

II. Welcome New Board Members & Introductions

Sam Olson and Autumn Bagley were welcomed as new board members. An orientation session will be scheduled some time in October.

III. Public Participation and Community Feedback

None

IV. Approval of Minutes August 23, 2019

Duckett moved, Holloman supported the motion to approve the minutes as presented.

Motion carried

V. Memberships

a. Memberships Electronic Election

Duckett moved, Oliver-Yancey supported the motion to approve the results of the electronic membership election.

Motion carried

b. Treasurer Election

The treasurer's position is currently open. S. Olson agreed to be the interim treasurer. Oliver-Yancey moved, Bagley supported the motion to appoint S. Olson as interim treasurer.

Motion carried

VI. Finance Committee Summary

a. FY19 August 2019 YTD Financials

B. Swiecicki reviewed the GCHC statement of revenue and expenditures. The center is doing very well with a \$700,000+ surplus. There will be four new positions starting and those salaries will cut into the surplus in FY2020. Swiecicki gave a breakdown of the expenditures, and discussed targets and goals for accounts receivable in the new fiscal year. Swiecicki also presented a base grants tracking sheet and non-HRSA grant analysis. Alternative funding sources were also discussed.

Olson moved, Oliver-Yancey supported the motion to accept the FY19 August 2019 YTD Financials as presented.

Motion carried

b. Productivity

There was a brief discussion on productivity and goals for the new fiscal year.

c. FY2020 Budget

Swiecicki presented the 2020 budget. Holloman stated it is a very good budget that covers everything we need going forward. There is an increase in the marketing budget for the fiscal year so we can advertise more.

Oliver-Yancey moved, Duckett supported the motion to accept the FY2020 budget as presented.

Motion carried

VII. Interim Executive Director's Report

Swiecicki announced that Genesee Community Health Center's NCQA Patient-Centered Medical Home Recognition was renewed for both the Center City and Atherton East locations. The press release reads in part: "NCQA Patient-Centered Medical Home Recognition raises the bar in defining high-quality care by emphasizing access, health information technology and coordinated care focused on patients," said NCQA President Margaret E. O'Kane. "Recognition shows that Genesee Community Health Center has the tools, systems and resources to provide its patients with the right care, at the right time." Holloman noted this is a prestigious honor.

Swiecicki also noted that we have tripled our unduplicated patient numbers under the grant expansion for MH & SUD services.

Swiecicki presented a draft of the strategic plan. Swiecicki stated the plan is straightforward and addresses our needs for next year. There is a shift from the plan being person centered towards more organizationally focused. Holloman stated this should serve as an interim plan until the Strategic Planning Committee can complete their work with the consultant.

Oliver-Yancey moved, Thrash-Sall supported the motion to approve the strategic plan presented by B. Swiecicki as the interim strategic plan.

Motion carried

VIII. Strategic Planning Committee Summary

This agenda item was covered under the Interim Executive Director's Report

IX. Personnel Committee

Nothing to report at this time

X. Quality and Safety Committee Summary

The policies were included in the meeting packet for the board's review. Thrash-Sall congratulated Sherry Wood on all of her hard work on these policies.

Duckett moved, Oliver-Yancey supported the motion to approve the policies listed as items a. through e.

Motion carried

XI. FY2020 Schedule of Board Meetings

Holloman presented the calendar and recommended adoption with the following changes:

- November Finance Committee and Board of Directors meetings be held on November 15th due to the Thanksgiving holiday
- December Finance Committee and Board of Directors meetings be held on December 13th due to the Christmas and New Years' holidays.
- Finance Committee to commence at 12 p.m. with Board of Directors immediately following on both dates

Bagley moved, Duckett supported the motion to accept the FY202 Meeting Schedule with the proposed changes.

Motion carried

XII. Old Business

Signatures: Confidentiality and COI Agreements

The agreements were distributed for signature. Signed agreements not collected after today's meeting should be returned to Karen Riddle.

XIII. New Business

a. Retention bonus

B. Swiecicki proposed GCHC staff be given retention bonuses to show appreciation to our staff. Staff employed less than 1 (one) year would receive \$1,000; staff with 1 to 10 (one to ten) years of employment would receive \$1,500; and staff with over 10 (ten) years of employment would receive \$2,500.

Duckett moved, Oliver-Yancey supported the motion to award retention bonuses to staff in the above scheduled amounts.

Motion carried

Additional discussion centered around planning a retreat, what GCHC is doing or can do to help teens with vaping, and the Fall Focus Mental Health Awareness Symposium being held in Grand Rapids on October 24th. The cost to attend the Symposium is \$30.00.

XIV. Adjourn

Bagley moved, Oliver-Yancey supported the motion to adjourn the meeting.

Motion carried

Meeting adjourned at 2:21 p.m.

Next Board Meeting is scheduled for:

October 25, 2019 @ 1:00 p.m.

725 Mason Street Board Room