

Board of Directors
Friday, November 15, 2019
1:00 p.m.
GCHC
725 Mason Street – Conference Room

Board Members Present

Claudnyse Holloman, Chair; Yolanda Oliver-Yancey (via telephone), Steven Schwartz, Autumn Bagley, Sam Olson

Board Members Absent

Deborah Duckett, Erica Thrash-Sall (excused), Kyle McCree (excused)

Guests

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

Recording Secretary: Karen Riddle, GHS Administrative Assistant

Meeting called to order at 1:02 p.m. by Claudnyse Holloman, Board Chair.

I. Adoption of Agenda

S. Schwartz moved, A. Bagley supported the motion to adopt the agenda as presented.

Motion carried

II. Welcome & Introductions

Round table introductions were made, Yolanda Oliver-Yancey was on the phone.

III. Public Participation and Community Feedback

None

IV. Approval of Minutes October 18, 2019

S. Schwartz moved, S. Olson supported the motion to approve the minutes as presented.

Motion carried

V. Finance Committee Summary

a. FY20 October 2019 YTD Financials

G. Chipman summarized the financial packet that was presented to the Finance Committee. He stated that for the month of October there was a surplus of \$58,899, which is \$20,800 over the budgeted surplus of \$38,099. G. Chipman noted some changes on the Cost, Reimbursement & Productivity Statistics page. There was some discussion on some additional changes that will appear starting next month. One of the changes made to date is the Unique Patient Count. It was a rolling year for the month and it was decided that it would be a better measure to have the actual for each month. Since it is a new fiscal year, all patients seen in September are showing in October; however, next month it will be significantly less as it will only show the number seen in November. Also added to this page is the total cost per encounter to show what is budgeted per encounter and what is actually being paid. B. Swiecicki

added that the current cost per encounter is a huge improvement from last year. G. Chipman stated that next month you will also see the productivity for the Nurse Practitioners broken down between behavioral health and medical. The expectations of the Social Worker activity will also be updated.

S. Olson moved, S. Schwartz supported the approval of the FY20 October 2019 YTD Financials.

Motion carried

b. Productivity Charts

B. Swiecicki presented on the productivity charts noting that they continue to go up. As mentioned above, there will be some changes made to show a truer picture of the NP's productivity between behavioral health and medical.

S. Schwartz moved, A. Bagley supported accepting the productivity charts as presented.

Motion carried

VI. Contract Summary

a. RegLantern

B. Swiecicki proposed to the Committee a contract for \$8,000 with RegLantern to provide a compliance examination along with a summary and recommendation to meet and/or exceed the HRSA regulations and guidelines overseeing the operations of a FQHC via a mock survey.

S. Schwartz moved, A. Bagley supported the motion to accept the RegLantern contract as presented.

Motion carried

VII. Interim Executive Director's Report

B. Swiecicki informed the committee that several of the staff including himself attended a conference in Chicago and received information on the Medicare Cost Report which is a HRSA required report. In the past, the agency has used an outside vendor to complete. As a result of the training, the staff feel confident that they can complete this report in-house which will save the agency about \$4,500 a year.

B. Swiecicki reviewed the recent and upcoming hires:

Biller-Elizabeth Larsen (starts 11/25)

Temp Biller-Bethany Locke (started 11/14) doing clean up

Office Manager-Natasha Feimster (offer being extended this week)

Marcie Harrington, SW Case Management (from GHS Case Mgt.) She was brought in under the expansion grant which will afford us same day intake. We have started that relationship with Access and we are talking with the hospitals and the jails to avoid delays.

Drita Nukulovic-LPN

B. Swiecicki reported that he had a discussion with the principal of Powers School on activities that GCHC might be able to work with them on in the future. There will be ongoing discussions to build the community partner relationship. In the past, he has also met with Intermediate Genesee School District.

As you may have noticed when you came in to the meeting, HAP was here and we are rebuilding those relationships as well. He stated that he has also spoke and/or met with representatives at the Mission and Hurley.

He also informed the Board that American Heart Association along with MPCA has reached out to us regarding the small grant/project that he talked about last month. He is continuing to form and build those relationships as well that may enhance future opportunities. This grant will help with quality scores and the HEIDIS. He plans to bring the grant to the Board next month.

B. Swiecicki reported that the National Association reached out and asked, because of our quality scores, if we would be willing to do a poster presentation for display at the Business Transformation & Operational Excellence World Summit.

Due to recent cyber-attack reports, B. Swiecicki instructed our IT department to do a review of our data securities. One of the steps taken was to purchase cyber-attack insurance and a small portion is budgeted to GCHC.

VIII. Strategic Planning Committee Summary

- a. GCHC Strategic Planning Retreat Draft Agenda
- b. Community Stakeholders Interviewed Responses
- c. Homework Exercise-SWOT

C. Holloman presented the Strategic Planning Committee summary. There was discussion regarding the documents submitted by the strategic planner and the interviews she has conducted. The agenda for the upcoming strategic planning meeting was discussed and suggestions were made to take back to the planning committee.

The date of the Strategic Planning Retreat will be January 10, 2020 at 2:00 p.m. through 6:30 p.m. and held at 725 Mason Street. Dinner will be provided.

A homework assignment was given to the members which included the SWOT Analysis (Strengths, Weaknesses, Opportunities, and Threats). Each board member will complete the SWOT Analysis and return to Karen Riddle by December 16, 2019 to be returned to the strategic planner to review and consolidate for the meeting on January 10, 2020.

IX. Personnel Committee

- a. Applications for Membership
 - i. Ericka R. Smith
 - ii. Amy K. Huheillor

Board Chair presented the two board applications submitted for consideration. There was a brief discussion of the bylaws and the board composition.

S. Olson moved, S. Schwartz supported the motion to approve Ericka R. Smith as a Board Member to the GCHC Board of Directors beginning December 13, 2019.

Motion carried

S. Olson moved, A. Bagley supported the motion to approve Amy K. Huheillor as a Board Member to the GCHC Board of Directors beginning December 13, 2019.

Motion carried

X. Quality and Safety Committee Summary

a. Jan 1 thru September 30, 2019 UDS Data

b. Jan 1 thru September 30, 2019 UDS Diabetes Data

J. Troop presented the two UDS data measures. Since the UDS measures are on a calendar year, it was noted that we are looking at January through September 30, 2019. She pointed out that the Depression Screening changed in June of 2019. It had a slight negative impact on the percentage, but the changes have been implemented and we should start to see that number rise before the end of the year.

We are doing better with the diabetes testing, but the caveat is that the more we test, the more we may be out of compliance as we see more patients with a high number.

There were two new educations at the last staff meeting related to safety.

S. Schwartz moved, S. Olson supported the approval of the Quality and Safety Committee summary as presented.

Motion carried.

XI. New Business/Other

None

XII. Adjourn

S. Schwartz moved, A. Bagley supported the motion to adjourn the meeting.

Motion carried

Meeting adjourned at 1:46 p.m.

Next Board Meeting is scheduled for:

December 13, 2019 @ 1:00 p.m.

725 Mason Street Board Room



Claudnyse Holloman, Board Chair

12/13/19

Date