

Finance Committee Meeting
Monday, June 26, 2020
12:00 p.m.
Genesee Community Health Center
Via Zoom

Committee Members Via Zoom: Rob Podlesak, Treasurer; Claudnyse Holloman, Chair; Steven Schwartz, Secretary, Sam Olson, Yolanda Oliver-Yancey

Guests:

Brian Swiecicki – GCHC Executive Director, Jean Troop, GCHC Deputy Director; Glen Chipman, GHS CFO
Recording Secretary: Karen Riddle, GHS Administrative Assistant

Committee Meeting called to order at 12:07 p.m. by R. Podlesak

I. Adoption of Agenda

C. Holloman moved to approve the agenda as presented, supported by S. Schwartz.
Motion carried

II. Public Participation

None

III. Approval of May 18, 2020 Meeting Minutes

Approval of the May 18, 2020 meeting minutes was tabled as there were some discrepancies resulting in about 4/5 changes to the minutes. G. Chipman will address and revise and the minutes will be presented at the July meeting.

IV. FY20 May 2020 - YTD Financials (Financial packet on file with minutes)

G. Chipman presented the FY20 May 2020-YTD Financial packet. The May total revenue was \$681,564 compared to the budget of \$643,599 which is over budget by \$37,964. It is totally due to the HRSA grants. Noted on the expenditures is the Medical Supply line which was over budget by \$136,820. This was due to the COVID-19 supplies and is covered by grants. The negative number under the Training and Development is due to not being allowed to travel to conferences and being refunded for conferences that were paid for prior to the pandemic. The expenditures for May are \$651,869 compared to a budget of \$583,205 resulting in \$68,664 over budget. The surplus for the month of May is \$29,695 compared to the budgeted surplus of \$60,395. We continue to run in the black.

R. Podlesak requested a new budget be presented to the Board due to the additional HRSA funding.

The Claim Denial Rate is at 3% for May and Average days to Claim Submission is at 9. The A/R% over 120 days is 41% and Days in A/R is 42. This climbed slightly, J. Troop explained that the key driving factor was the Medicare. The Medicare claims had to be held due to the telehealth codes and the Medicare system not prepared to pay correctly. Once the system is updated, the claims will be submitted. She also noted that she will check with the team to ensure there are no other issues.

The Cost, Reimbursement & Productivity Statistics page show slightly more volume, however; it is still not what we are striving for in productivity. The total cost per encounter increased rather dramatically to \$475 which includes the COVID-19 supplies which is extremely inflated. It is a bit misleading as the COVID-19

costs are paid for by grants. J. Troop also noted that there were only 19 billable days which is 2 days less than prior months which also impacts the productivity.

On page 5 of the summary are the Base Grants, this shows the usage of the grants and the allocations of costs. This will show more activity in future months due to the COVID-19 situation. We will continue to maximize the use of these grant to minimize the impact of the lower volumes.

It was noted that page 8-Grant Year Statement of Revenue and Expenditures has not yet been updated for the new grants but will be for June.

R. Podlesak asked about the Water Grant. B. Swiecicki explained that it was last year's grant and we were able to maximize it fully.

*S. Olson moved to accept and recommend approval of the May 2020 Financial Summary to the GCHC Full Board, C. Holloman supported the motion.
Motion carried*

V. Contract Summary

G. Chipman reviewed the grant summary including a new contract with Weatherby Locum, Inc., and a renewal for Dr. Chitna Naik. The summary also included a Letter of Agreement between Region 10 PIHP and GHS regarding the Medication Assisted Treatment program and ANE-Nurse Practitioner Residency for PMHNPs in Underserved Settings through the University of MI-Flint. The committee discussed the contracts.

*S. Schwartz moved to accept and recommend approval of the May Contract Summary to the GCHC Full Board, S. Olson supported.
Motion carried*

VI. Quality Report

J. Troop presented the month of May 2020 charts for patient appointments kept by provider. She noted that as expected the numbers are a little lower than in the past for the NPs/Doc, but that is expected with the COVID-19. However, through the month the numbers remained consistent week-to-week. On the Social Workers' charts the numbers are much higher than they have been due to the SW reaching out telephonically and able to connect with patients. Dr. Pyatt's time was reduced in May to comply with Governor's orders.

VII. Other

B. Swiecicki updated the committee on the new health center site at Center Rd. The asking price was \$299,000, the offer was submitted for \$235,000 with additional clauses and it was accepted. The final details are being processed and he will keep the Board updated as it progresses.

VIII. Adjourn

S. Schwartz moved to adjourn the meeting; S. Olson supported.
Meeting adjourned at 12:47 p.m.

Next Finance Committee Meeting –Monday, July 20, 2020.

Respectfully submitted by Karen Riddle, Recording Secretary