

Finance Committee Meeting Minutes

Monday, July 20, 2020

1:00 p.m.

Genesee Community Health Center

Via Zoom

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

Committee Members Absent: Sam Olson

Guests:

Brian Swiecicki – GCHC Executive Director, Glen Chipman, GHS CFO, Jean Troop, GCHC Deputy Director; Sandy Sweet, Accounting Manager

Recording Secretary: Karen Riddle, GHS Administrative Assistant

Committee Meeting called to order at 1:03 p.m. by R. Podlesak

I. Adoption of Agenda

S. Schwartz moved to accept the agenda as presented, supported by C. Holloman.

Motion carried

II. Public Participation

None

III. Approval of Revised May 18, 2020 Finance Minutes

Approval of June 26, 2020 Finance Minutes

C. Holloman moved to approve the revised May 18, 2020 and June 26, 2020 minutes as presented, supported by S. Schwartz.

Motion carried

IV. FY20 October 2019 – June 2020 Financial Packet (Financial packet on file with minutes)

G. Chipman presented the June 2020 financials. He noted that once again the levels are low due to the COVID-19 situation. During the month of June, the total revenue was \$428,774 compared to the budget of \$657,156, this resulted in being under budget by \$228,382. However, the COVID grants have been helpful to the Health Center's maintaining operations. In the coming months, legitimate expenses will be transitioned to some of the COVID grants and that will further help offset the lower revenue. The June surplus was \$52,748 compared to budget of \$60,395.

J. Troop added a caveat to the revenue discussion reminding the committee that all Medicare claims had been held due to technical issues with the Medicare billing system. The payments are starting to be received this month (July) which was part of the reason the Commercial & Other Revenue remains low.

R. Podlesak questioned the injectable revenue as he thought they should be steady in this regard. B. Swiecicki explained that as Atherton decreased, the volume of individuals on Vivitrol decreased which would account for the lower amount. There was a small number of patients who did not want to come into the clinic for injections at this time and switched to oral medications.

G. Chipman reviewed the costs and noted that there was nothing out of the ordinary.

The A/R % over 120 days and Days in A/R performance measures were reviewed and discussed. Claim denial rates remain steady. R. Podlesak added that considering the environment at this time, anything 10% or less deviation from the months prior to COVID-19 pandemic is phenomenal.

The Cost, Reimbursement & Productivity Statistics remains low. However, there was a slight increase in Unique Provider Count and productivity is increasing. The social worker encounters were slightly higher than budgeted. The cost per encounter is \$225 which shows that we are being very efficient.

On the Alternative Funding Sources page, G. Chipman noted that he had previously stated that the SIMS incentive was going to be finished last month. It will continue; however, it may be called something different.

C. Holloman moved to accept the FY20 October 2019 through June 2020 Financials and recommend approval to the GCHC Full Board, supported by Y. Oliver-Yancey.

Motion carried

V. Quality Charts

a. Chart total Kept Appointments for June 2020

b. COVID-19 Encounters by Specialty for June 2020

J. Troop reviewed the productivity chart. She noted that the week of the 30th was a lower week due to a holiday and some of the providers took time off. Overall, the numbers look good. The social workers are doing a great job in reaching out to patients to support them during these stressful times.

The Medical and Telehealth Encounters by Service Type chart shows in-office and telehealth services. There is steady growth and it is looking good.

VI. Other

B. Swiecicki stated that the closing on the Center Road property will take place within the next 30 days. There will be some minor remodeling prior to the opening. There will be discussion on how to do the “grand opening” during this virtual reality. There are also discussions on what the new building will be named.

B. Swiecicki also mentioned that the Board may start to see some commercials and one of the things funding may be used for is community education/training about rise in overdose deaths during this time. We will use quality/HRSA dollars as well as reach out to community partners to create ongoing relationships and referrals to assist with the community training. We are working with New Paths to do MAT (mobile assisted treatment program).

VII. Adjourn

S. Schwartz moved to adjourn the meeting; C. Holloman supported.

Motion carried

R. Podlesak adjourned the meeting at 1:35 p.m.

Next Finance Committee Meeting Scheduled for Monday, August 17, 2020

Respectfully submitted by Karen Riddle, Recording Secretary