

Board of Directors Meeting Minutes

Friday, July 24, 2020

1:00 p.m.

GCHC

VIA ZOOM MEETING

Board Members Present via call in:

Claudnyse Holloman, Chair; Rob Podlesak, Steve Schwartz, Deborah Duckett, Kyle McCree, Sam Olson, Yolanda Oliver-Yancey, Erica Thrash-Sall

Board Members Absent

Autumn Bagley (excused)

Guests

Brian Swiecicki, Executive Director; Jean Troop, GCHC Deputy Director; Glen Chipman, GHS CFO; Sandy Sweet, GHS Sr. Accountant

Recording Secretary: Kristany Wilmoth, GHS/GCHC Sr. Secretary

Meeting called to order at 1:05 p.m. by Claudnyse Holloman, Board Chair.

I. Adoption of Agenda

S. Olson moved to accept the agenda as presented, Y. Oliver-Yancey supported.

Motion carried

II. Welcome & Introductions

Board Chair welcomed attendees via Zoom and noted attendance.

III. Public Participation and Community Feedback

None

IV. Approval of June 26, 2020 Minutes

There was a change noted in the June minutes to note that Y. Oliver-Yancey was present at the meeting.

S. Olson moved to approve the June 26, 2020 minutes with correction, K. McCree supported.

Motion carried

V. Finance Committee Summary (The financial packet is on file with minutes).

G. Chipman presented the FY20 June 2020-YTD Financial packet. It was noted that revenue Remains down due to lower volumes. The costs remain manageable partly due to the utilization of grant funding. 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. The June surplus was \$52,748 compared to budget of \$60,395.

The A/R% over 120 days is 42% versus 41% last month. The Days in A/R is 42. The Claim Denial Rate is at 3% for May and Average days to Claim Submission is at 9, which is well under goal.

The Cost, Reimbursement & Productivity Statistics page show low volumes compared to budget.

The Behavioral Health encounters are at 7.9 per day and Health encounters are at 8.1 per day, mainly utilizing telehealth services. Social Workers are exceeding the goal at 6.4 per day. The Atherton location reduced hours/closure and COVID-19 has had a major impact on the current productivity.

Cost per encounter is down from the \$475 recorded in June due to a large PPE purchase passing through AP, the rate is now at \$225 which is under budget.

A brief discussion on the remaining pages of the financial packet included base grants, non-HRSA grants, program income, grant year expenditures and alternative funding sources. G. Chipman noted that we are still receiving SIMS money, but the name of the program changed.

B. Swiecicki stated that the board may see an increase in expenditures as the Center considers purchases for Rapid COVID-19 testing and supplies.

*Y. Oliver-Yancey moved to approve the FY2020 June Financial packet as presented, S. Schwartz supported.
Motion carried*

VI. Revised Budget Presentation

- a. The only change to the revised budget is the addition of COVID-19 grants. The difference is in the Federal Reimbursements and grants.
- b. The \$3,400 stimulus money, with no strings attached, was from our Medicare 2019 volume.
- c. Our total revenue budget went from \$6.8 million to a little over \$8 million.
- d. Our budget surplus stays the same at \$457,000 because the grants expenses equal the revenues.

*R. Podlesak moved to approve the Revised Budget as presented, S. Schwartz supported.
Motion Carried*

R. Podlesak thanked the finance staff and Board. He added that the staff are doing a great job including management and all staff. That Finance Committee is very appreciative and impressed with the work done during this pandemic.

VII. Quality and Safety

Meeting is next Tuesday, July 28, 2020 – J. Troop states there is nothing new to update the Board from last month.

VIII. Personnel Committee Summary

B. Swiecicki presented the Personnel Committee summary stating that the committee appointed Debbie Duckett as Chair of the committee. The committee has decided to meet quarterly and noted that any items needing attention prior to quarterly meeting will be brought forward to the Full Board.

B. Swiecicki reported that no new hires, grievances or union issues were brought before the committee.

K. McCree stated that the GHS HR committee met with Shawn Edwards to discuss the incident that happened at the Health Center and that the GHS board fully supports the new training initiatives and leadership shown in response to that incident. B. Swiecicki stated that Administration, Human Resources, Corporate Compliance and the Sheriff's Department have taken the incident very seriously. GHS is providing additional training to all staff to educate and prevent further incidence.

IX. Executive Director Report

B. Swiecicki presented his report. He stated that services are continuing to be provided on-site and through telehealth.

The Center Road building purchase is being finalized and paperwork will be completed next Tuesday. There will be minor renovations and the hope is to have the site open soon.

FY19 Medicaid cost report has been finalized with a cost settlement payback of \$220,000. We expected this payment and have money in the savings to pay this expense. This will not affect any numbers in any financial report – as it has already been accounted for.

COVID community testing continues at several sites. We have tested nearly 900 people with swabs to date. Additional community testing is being planned. We are working with our Substance Use disorder provider community to test individuals in that population.

We are looking at purchasing rapid COVID testing devices to make testing onsite more efficient. He hopes to have on site rapid testing available to all patients and staff soon.

B. Swiecicki stated that a virtual National Health Center Week celebration is planned due to COVID.

He also announced that the Board may see press releases regarding plans for a new children's building that will encompass all of GHS children's services.

There have been several news stories GCHC was featured in as we continue to promote GCHC through print media, social media, interviews with local news, and commercials. We are working hard to meet the Board goals to receive brand recognition for the Health Center.

He expressed that we continue to do community outreach and successfully had 1,300 contacts in April, May and June through different fairs and social media events.

X. OSV!

Jean Troop reminded the Board that to stay compliant we must define and review areas of those served and understand the access and any unmet needs of community. One of the ways we do this is to look at zip codes through the UDS coding. She stated this was reviewed in February when researching the relocation of the Atherton site. It requires a Needs Assessment every three years. The Board Chair asked to see the Needs Assessment at an upcoming meeting.

XI. Other

J. Troop informed the Board that next Wednesday there is a pop-up testing event at the flat lot in Flint with Dr. Bobby Mukkamala administering the testing. The following week on Thursday, we will be at the School for The Deaf for a pop-up testing event. She stated that we continue to do multiple COVID testing sites and that we continue to get community recognition.

XII. Adjourn

*Y. Oliver-Yancey moved to adjourn, S. Schwartz supported.
Motion carried*

Meeting was adjourned at 1:58 p.m.

Next Board Meeting is scheduled for:
August 28, 2020 @ 1:00 p.m.
Via ZOOM

Claudnyse Holloman, Board Chair

Date