

Finance Committee Meeting Minutes
Friday, July 23, 2021
12:00 p.m.
Genesee Community Health Center
Via Zoom

Committee Members Via Zoom: Sam Olson, Steve Schwartz

Committee Members Absent: Claudnyse Holloman

Guests:

Jean Troop – GCHC Executive Director, Glen Chipman, GHS CFO

Recording Secretary: Kristany Wilmoth, Administrative Assistant

Committee Meeting called to order at 12:02 p.m.

I. Adoption of Agenda

S. Schwartz moved to adopt the agenda as presented, supported by S. Olson.

Motion carried

II. Public Participation

None

III. Approval of June 25, 2021 Finance Minutes

S. Schwartz moved to accept the June 25, 2021 minutes as presented, supported by S. Olson.

Motion carried

IV. FY21 October 2020-September 2021 Financial Packet

a. G. Chipman reviewed the June financial packet, and it was discussed in detail. He noted that the total revenue for June 2021 was \$515,017 compared to budget of \$643,175, which is (\$128,158) under budget. The total expenses for June were \$498,420 compared to a budget of \$618,359, which is (\$119,939) less than the budgeted expenses. The surplus for the month of June was \$16,597 with a budget of \$24,816. The total actual year-to-date surplus is \$21,866 compared to the budget of \$223,346. Contracted Services is the only category that is above budget with all expenses being paid for by a grant.

The Other Expenses page showed the total expenses for June was \$17,229 which is \$4,068 less than budgeted.

The Balance Sheet shows assets of \$3,334,568 and total liabilities of \$788,185 which created a net position of \$2,546,383. G. Chipman expresses the balance sheet is staying somewhat consistent with a positive trend.

G. Chipman presented the dashboard graphs in detail. They days in A/R totaled 56 days for the month of June, which is up from 48 days in March. The goal for days in A/R is less than 30 days. J. Troop explains the issues for the length of days have been identified and solutions are being put into place. She explains the Payers made changes with claims and the billers had to add an attending Physician to each claim and re-submit the claims. She also explained other issues were posting issues and clearinghouse change issues. J. Troop states the billers have been brought back to work on-site to help with any staffing issues that may be to blame. A/R % over 120 days was up to 65% in June which is an increase from 40% in March. The same factors are to blame.

The Cost, Reimbursement & Productivity Statistics page showed Unique Patient Count is 210 compared to budget of 750; the Medicaid eligible encounters is at 1,093 compared to the budget of 1,531. The productivity

for health provider encounters slightly decreased from May to June down to 7.3 per day compared to budget of 12.0; the behavioral health care provider encounters also decreased in June to 6.2 per day compared to a budget of 10.0. Social Worker encounters in June decreased from May to 4.6 encounters per day with a budget of 6.0. The total cost per encounter was \$311 compared to a budget of \$314. There were 20.5 working days in June 2021. G. Chipman states we are still over staffed for the volume we are currently seeing. Within the months to come we are hopeful volumes will increase.

The total June 2021 revenue of base grants was \$145,600. G. Chipman explains we continue to utilize these grants to the greatest ability and explore new grants and ways to use the funds.

Alternative Funding Sources page shows we received \$8,100 of incentive money with a total of \$85,952 for the year.

The last page of the financials is the Reconciliation of Medicaid Wrap Advance Payments in Deferred Revenue sheet which shows the Medicaid Wrap deferred revenue balance is \$497,596. The Medicaid Wrap Balance totals \$464,329. G. Chipman states in July we began receiving Advanced Wrap Payments again.

S. Schwartz expresses his concern on the Unique Patient Count and explained the potential need for a marketing employee for the Health Center. J. Troop explained the Patient Count is low but with the new Center Road building being in a prime location and bringing the Providers on-site full time it should help expand the count. She also explains community relationships are building and we are tracking referral sources. J. Troop also explains we are utilizing several marketing strategies and building relationships within the community.

b. G. Chipman presented in detail the Audit Report. He explained the audit detailed we are doing everything we should be doing to maintain in compliance financially with no incidences or significant deficiencies. He explained the net position was 22 million with a change of 39 million dollars. G. Chipman also explained Region 10 provided us with enough funding to fund our entire pension liability.

S. Schwartz moved to accept the FY21 October 2020 through September 2021 June Financials and recommend approval to the GCHC Full Board, supported by S. Olson.

Motion carried

S. Olson motioned to table the Audit Report until the August 2021 Finance meeting for more time to review the documents, supported by S. Schwartz.

Motion carried

V. Quality Charts

a. Chart total Kept Appointments for June 2021

b. COVID-19 Encounters by Specialty for June 2021

J. Troop presented and discussed the quality charts in detail. J. Troop. She discussed there were 60 PTO hours taken from Providers in the month of June and they were still practicing tele-health half the time. Psych providers and social workers will continue a hybrid schedule due to their tele-health numbers remaining steady. Bridgette is working on plans to bring the social workers back on-site full time. Office space is the biggest concern for bringing more staff back due to COVID-19 protocols. A new Psych NP will begin at the end of the month, replacing Gail Johnson's position.

J. Troop explains COVID-19 testing continues to decline and that we will no longer have blocked hours at Center Rd for testing, only as needed. She explains COVID-19 vaccine numbers have begun to rise and our community outreach efforts are continuing to increase to reach individuals.

VI. Other

None.

VII. Adjourn

S. Schwartz moved to adjourn the meeting; supported by S. Olson.

Motion carried

Meeting adjourned at 12:57 p.m.

Next Finance Committee Meeting Scheduled for Monday, August 23, 2021 at 1:00 p.m.

Respectfully submitted by Kristany Wilmoth, Recording Secretary