



GCHC BOARD OF DIRECTORS MEETING MINUTES

October 29, 2021 @ 1:00 p.m.

VIA Zoom

Board Members Present via Zoom:

Claudnyse Holloman, Chair; Steve Schwartz, Angela Essenburg, Erica Thrash-Sall, Elizabeth Rushing,

Board Members Absent:

Kyle McCree, Sam Olson, Yolanda Oliver-Yancey, Autumn Bagley

Guests:

Jean Troop, Executive Director; Glen Chipman, GHS CFO; Lisa Shumphert, GHS Corporate Compliance; Dr. Phung, GCHC Medical Director, Michael Wright; Patrick Henry

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

I. Adoption of Agenda

S. Schwartz moved to accept the agenda as presented, supported by E. Rushing.

Motion carried

III. Public Participation

None.

IV. Approval of September 24, 2021 Board Minutes

S. Schwartz moved to approve the September 24, 2021 minutes as presented, supported by E. Rushing.

Motion carried

V. Personnel Committee

Patrick Henry and Michael Wright's applications were reviewed in full detail and discussed.

S. Schwartz moved to accept Patrick Henry and Michael Wright as a GCHC Board Member, supported by E. Rushing.

Motion carried

VI. Finance Committee Summary

a. FY21 September 2021 Financial Report

b. American Rescue Plan NoA

- a. G. Chipman presented the FY21 September Financial Report that was approved by the Finance Committee. He stated that the total revenue for September 2021 was \$575,504 compared to budget of \$674,368, which is (\$98,864) under budget. The total expenses for September were \$569,705 compared to a budget of \$649,552, which is (\$79,847) less than the budgeted expenses. The surplus for the month of September was \$5,798 with a budget of \$24,816.

The Other Expenses page showed the total expenses for September was \$22,753 which is \$1,331 more than budgeted. Memberships/Sponsorships were over budget by \$4,683. The FY2022 budget allows for more to be spent on Memberships/Sponsorships. All other categories remained within budget. The Balance Sheet shows assets of \$3,619,505 and total liabilities of \$898,162 which created a net position of \$2,721,343.

G. Chipman discussed the dashboard graphs in detail. They days in A/R totaled 35 days for the month of September, which is a significant decrease from August. A/R % over 120 days was down to 48% in September which is a decrease from 50% in August.

The Cost, Reimbursement & Productivity Statistics page showed Unique Patient Count is 183 compared to budget of 750; the Medicaid eligible encounters is at 1,188 compared to the budget of 1,531. The productivity for health provider encounters was 10.0 per day in September compared to budget of 12.0; the behavioral health care provider encounters were down in September to 5.2 per day, compared to a budget of 10.0. Social Worker encounters in September were 4.0 encounters per day with a budget of 6.0. The total cost per encounter was \$384 compared to a budget of \$330. There were 19 working days in September 2021.

The total September 2021 revenue of base grants was \$145,600. G. Chipman states the American Rescue Grant has been a major asset to funding.

Alternative Funding Sources page shows we received \$6,290 of incentive money with a total of \$125,969 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 451,657. The Medicaid Wrap Balance totals \$375,528.

b. G. Chipman presented the American Rescue Plan NoA. He states the award period is from 9/15/219/14/2024 and totals \$547,190.00. He explains this is a capital grant and the money will be used to expand the Center Rd building.

S. Schwartz moved to approve the September 2021 Financial Packet as presented, supported by E. Rushing.
Motion carried

S. Schwartz moved to approve the American Rescue Plan NoA, supported by E. Rushing.
Motion carried

VII. Quality and Safety Summary

- a. August 2021 Quality Meeting Minutes
- b. D. Hammond Credentialing and Privileging
- c. American Medical Association Blood Pressure Award
- d. MPCA Slideshow

a. J. Troop states the August Quality meeting minutes were discussed last month. She discussed the September meeting in detail. She states that during the meeting Dr. Phung fully privileged Debbie Hammond, the new Psychiatric Nurse Practitioner. She explained Quality measures are on the rise with the Providers all practicing on-site rather than telehealth. She states they discussed during the meeting that we have administered 2,326 COVID-19 Vaccines to date and have given 2,281 COVID-19 tests to date.

b. J. Troop presented Debbie Hammond's Credentialing and Privileging memo in detail.

c. J. Troop presented the American Medical Association Blood Pressure Silver Award. She states it was a program where we educated our Clinical team on the proper way to do blood pressure checks, safety check of our equipment to make sure it was functioning properly, and the purchase of at-home blood pressure cuffs for

patients.

**S. Schwartz moved to approve August 2021 Quality Meeting Minutes, supported by E. Rushing.
*Motion Carried***

**S. Schwartz moved to approve D. Hammond Credentialing and Privileging, supported by E. Rushing.
*Motion Carried***

VIII. Executive Director's Report

- a. Organizational Chart
- b. Hurley Health Services Referral Agreement
- c. Ward Pop Up

J. Troop states the Health Center is currently operating at 13% telehealth services and only 80% capacity pre-COVID. She states encounter rates are continually rising. She announced Debbie Hammond, the new Psych Provider, started this month with limited availability and will start a full schedule in October.

J. Troop states we continue to work with community partners and community outreach efforts for COVID-19 education and vaccine hesitancy. She explained along with COVID-19 information staff are handing out SUD, MAT, and Health Center information to promote the Health Center. Community outreach staff attended 21 community events in September.

J. Troop announced we will be following the Medicare and Medicaid funded mandate for all employees to be fully vaccinated against COVID-19. She states it will go into effect once OSHA releases the guidelines. There are only 3 employees currently not vaccinated and they have been spoken to in regards to the upcoming mandate and their current vaccine status.

J. Troop provided an update for action items on her 6 month evaluation. She states she continues to increase our marketing efforts, re-designing the website, and the current RFP bid is out for a brand consultant in conjunction with GHS. She explained she has increased our attendance at community committee meetings and events. She states the Health Center continues to be present in community meetings to help brand the Health Center.

a. J. Troop presented the Organizational Chart. She explains the changes proposed are the Office Manager to become a Business Operations Manager, RN Care Manager to become Clinical Operations Manager, and Supervisor of Behavioral Health to become Manager of Behavioral Health. C. Holloman states DEI Officer, Shawn Edwards, should be added to the work chart and the committee is in agreement.

b. J. Troop presented the Hurley Health Services Referral Agreement. She states this agreement allows us to send our patients to Hurley for services such as OB care, Radiology, and Emergency Services. It allows them to accept our sliding fee scale for our patients and is an agreement for another 3 year span and did not change from the previous agreement in place.

c. J. Troop presented the Ward Pop Up report in detail. She explained we partnered with "In The Beginning 1st Ward Project". We visited each park in every Flint Ward for community outreach and vaccine hesitancy.

**S. Schwartz moved to approve the Organizational Chart with the addition of Shawn Edwards, DEI Officer, added to the chart, supported by E. Rushing.
*Motion Carried***

**S. Schwartz moved to approve Hurley Health Services Referral Agreement, supported by E. Rushing.
*Motion Carried***

IX. Diversity, Equity, and Inclusion

E. Thrash-Sall announced the first DEI Committee date is in the process of being finalized. She states she purchased a toolkit to help the committee plan and prioritize needs over the next three years. She reminded all members there is still time to join the committee to help with DEI efforts at the Health Center.

X. OSV!

Dr. Phung introduced himself to the Board and described his role clinically and administratively in the Clinic. The Board agreed to have Dr. Phung attend Board Meetings quarterly to present Peer Review and Collaborating Provider Reports.

XI. Other

S. Schwartz proposed a motion in pursuant to the GCHC By-Laws, Board Members may request reimbursement for cell phone expenses provided HRSA's approval, up to \$35 per month.

**S. Schwartz moved to approve Cell Phone Reimbursement up to \$35 per month, supported by E. Rushing.
*Motion Carried***

XII. Adjourn

S. Schwartz moved to adjourn the GCHC Board meeting, supported by E. Rushing.

The meeting adjourned at 2:18 p.m.

The next Board Meeting is scheduled for: November 19, 2021 at 1:00 p.m. via Zoom.

Claudnyse Holloman, Board Chair _____ Date _____