

Finance Committee Meeting Minutes
Monday, January 24, 2022
1:00 p.m.
Genesee Community Health Center
Via Zoom

Committee Members Via Zoom: Sam Olson, Steve Schwartz, Claudnyse Holloman

Committee Members Absent: None

Guests:

Jean Troop – GCHC Executive Director, Glen Chipman- GHS CFO, Sandy Sweet – GHS Accountant

Recording Secretary: Kristany Wilmoth, Administrative Assistant

Committee Meeting called to order at 1:04 p.m.

I. Adoption of Agenda

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

Motion carried

II. Public Participation

None

III. Approval of November 19, 2021 Finance Minutes

C. Holloman moved to accept the November 19, 2021 minutes as presented, supported by S. Schwartz.

Motion carried

IV. FY22 October 2021-September 2022 Financial Packet

a. G. Chipman reviewed the December financial packet, and it was discussed in detail. He noted that the total revenue for December 2021 was \$610,495 compared to budget of \$586,118, which is \$24,377 under budget. The total expenses for December were \$520,770 compared to a budget of \$555,863, which is \$35,093 less than the budgeted expenses. The surplus for the month of December was \$89,725 with a budget of \$30,255.

The Other Expenses page showed the total expenses for December were \$8,704 which is \$9,984 less than budgeted.

The Cost, Reimbursement & Productivity Statistics page showed Unique Patient Count was 397 compared to budget of 750; the Medicaid eligible encounters was at 1,074 compared to the budget of 1,235. The productivity for health provider encounters was 8.9 per day in December compared to budget of 12.0; the behavioral health care provider encounters in December was 5.3 per day, compared to a budget of 8.0. Social Worker encounters in December were 4.6 encounters per day with a budget of 5.0. The total cost per encounter was \$346 compared to a budget of \$324. There were 17.5 working days in December 2021.

The total December 2021 revenue of base grants was \$145,600 with a majority of the money being spent on salaries and wages.

Alternative Funding Sources page shows we received \$44,391 of incentive money in the month of December.

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 \$438,804. The Medicaid Wrap Balance totals \$287,456.

C. Holloman moved to accept the FY22 October 2021 through September 2022 December Financials and recommend approval to the GCHC Full Board, supported by S. Schwartz.

Motion carried

V. Quality Charts

a. Chart total Kept Appointments for December 2021

b. COVID-19 Encounters by Specialty for December 2021

J. Troop presented and discussed the quality charts in detail. She states the last week in December several Providers took time off for the Holidays which reflects the low numbers that week. She states numbers should continue to rise in January. Troop states Jori Reigle has transitioned her schedule to 3.5 days per week for an internship and training. She explained the social workers had a quarantine COVID problem arise and it effected their numbers for the month.

J. Troop explains we tested 33 individuals for COVID-19 in December. She explains COVID-19 vaccine numbers continue to have a steady trend with Booster shots, 243 COVID-19 Vaccines were administered in December.

VI. Other

None

VII. Adjourn

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

Motion carried

Meeting adjourned at 1:31 p.m.

Next Finance Committee Meeting Scheduled for Friday, February 25, 2022 at 12:00 p.m.

Respectfully submitted by Kristany Wilmoth, Recording Secretary