GCHC BOARD OF DIRECTORS MEETING MINUTES
January 28, 2022 at 1:00 p.m.
VIA Zoom

Board Members Present via Zoom:
Claudnyse Holloman, Chair; Steve Schwartz, Michael Wright, Patrick Henry, Sam Olson, Autumn Bagley, Yolanda Oliver-Yancey, Erica Thrash-Sall

Board Members Absent:
Elizabeth Rushing, Angela Essenburg

Guests:
Jean Troop, Executive Director; Glen Chipman, GHS CFO; Sandy Sweet, GHS Accountant; Lisa Shumpert, GHS Corporate Compliance

Meeting was called to order at 1:04 p.m. by Claudnyse Holloman, Board Chair.

I.   **Adoption of Agenda**
     S. Schwartz moved to accept the agenda as presented, supported by S. Olson.
     Motion carried

III.   **Public Participation**
     None.

IV.   **Approval of December 17, 2021 Board Minutes**
     S. Schwartz moved to approve the December 17, 2021 minutes as presented, supported by A. Bagley.
     Motion carried

V.   **Board Member Self Evaluation**
     Jean Troop presented the form and explained it is needed for compliance and training. It will help tailor where time is spent educating the Board. She asked all members to return the form within one week.

VI.   **Board Member Term Renewal**
     Steve Schwartz and Erica Thrash-Sall both asked for their second term to be renewed to serve on the GCHC Board of Directors. A discussion and vote took place.

     A. Bagley moved to approve Steve Schwartz and Erica Thrash-Sall for a second term, supported by S. Olson.
     Motion carried

VII.   **Corporate Compliance**
     L. Shumpert discussed and reviewed the Standards of Conduct Policy in full detail. She states this is a yearly review with a disclosure and confidentially form that need to be signed and returned by each Board Member.

VIII.   **Finance Committee Summary**
     a.   **FY22 December 2021 Financial Report**
     G. Chipman presented the FY22 December Financial Report in detail. He stated 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.

S. Schwartz moved to approve the December 2021 Financial Packet as presented, supported by Y. Oliver-Yancey.
Motion carried

IX. **Quality and Safety Summary**
    a. November 2021 Quality Meeting Minutes
    b. Needs Assessment Policy
    c. Medical Director Chart Review
    d. QA Provider Peer Review
    e. Social Workers Peer Review 3rd Quarter
    f. GCHC Patient Survey Results May-October

a. E. Thrash-Sall presented and discussed the November 2021 Quality Meeting Minutes in full detail.

b. J. Troop presented the Needs Assessment Policy. She states it needs reviewed every three years.

c. J. Troop presented the Medical Director Chart Review in detail.

d. J. Troop presented the QA Provider Peer Review in full detail. She states there are no issues only recommendations.

e. J. Troop presented the Social Workers Peer Review and states there are no issues found.

f. J. Troop presented the GCHC Patient Survey Results May-October. She states each month there is an increase in patient participation for the surveys.

Y. Oliver-Yancey moved to approve November 2021 Quality Meeting Minutes, supported by S. Schwartz.
Motion Carried

Y. Oliver-Yancey moved to approve Needs Assessment Policy, supported by M. Wright.
Motion Carried

X.   Personnel Committee
The Board reviewed and discussed Jorain Hardman's Board application in full.

Y. Oliver-Yancey moved to approve Jorain Hardman as a GCHC Board Member, supported by S. Schwartz.
Motion Carried

XI.   Executive Director's Report
a. Strategic Plan Update
b. Succession Plan Review

Jean Troop presented the Strategic Plan Update and Succession Plan Review in detail.

J. Troop states the need for COVID-19 Vaccine and Testing has been steadily increasing. She explains the new variant has the need for testing higher and that GCHC paired with the City of Flint to hold a testing event for the community at Flint City Hall. She states 33 people were tested during the event. Troop also announced two testing events that were held at our Center Road location to help with community need. She states we have vaccinated 2,963 people and have tested 2,468 people to date.

J. Troop states she has been working with the web designer for the new website. All that is needed is the content for the website now that they have a design chosen. They hope for it to launch within the next few months.

XII.   Diversity, Equity, and Inclusion
E. Thrash-Sall states we are still waiting to hear back from consultants to get sessions scheduled.

XIII.   OSV!
Tabled until next month.

XIV.   Other
None.

XV.   Adjourn
S.   Schwartz moved to adjourn the GCHC Board meeting, supported by Y. Oliver-Yancey.

The meeting adjourned at 2:22 p.m.

The next Board Meeting is scheduled for: February 25, 2022 at 1:00 p.m.

Claudnyse Holloman, Board Chair _____   Date_____