

Finance Committee Meeting Minutes
Friday, February 25, 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: Karen Riddle, Administrative Assistant

Committee Meeting called to order at 12:08 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 January 24, 2022 Finance Minutes

C. Holloman moved to accept the January 24, 2022 minutes as presented, supported by S. Schwartz.

Motion carried

IV. FY22 October 2021-September 2022 Financial Packet (complete packet on file with minutes)

a. G. Chipman reviewed the January financial packet, and it was discussed in detail. He noted that the total revenue for January 2022 was \$608,460 compared to budget of \$586,118, which is \$22,342 over what is budgeted. The total expenses for January were \$470,943 compared to a budget of \$555,863, which is \$107,262 less than the budgeted expenses. The surplus for the month of January was \$137,517 with a budget of \$30,255.

The Other Expenses page showed the total expenses for January were \$13,155 which is \$5,533 less than budgeted.

The Cost, Reimbursement & Productivity Statistics page showed Unique Patient Count was 290 compared to budget of 250 for January; the Medicaid eligible encounters was at 1,195 compared to the budget of 1,235. The productivity for health provider encounters was 8.6 per day in January compared to budget of 12.0; the behavioral health care provider encounters in January was 6.8 per day, compared to a budget of 8.0. Social Worker encounters in January were 5.1 encounters per day with a budget of 5.0. The total cost per encounter was \$300 compared to a budget of \$324. There were 17.9 working days in January 2022.

The total January 2022 revenue of base grants was \$201,475 with a majority of the money being spent on salaries and wages.

Alternative Funding Sources page shows we received \$5,762 of incentive money in the month of January 2022.

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 \$342,978. The Medicaid Wrap Balance total

is \$576,275. It was noted that a wrap payment was received in January. It was also pointed out that the correct date on the wrap page should be 1/31/2022 and not 12/31/2021.

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

Motion carried

b. G. Chipman presented the 2022 Sliding Fee Scale based on the 2022 poverty guidelines. He noted that the as in the previous year there remains a \$0 co-pay for those consumers falling in the 0-100% of poverty range. J. Troop noted that the categories have not been changed over the past couple of years. The nominal fee was eliminated in March of 2020 to eliminate barriers of care. This is part of the FQHC program requirements and is reviewed each year when the new poverty guidelines are released.

C. Holloman moved to accept the FY2022 Sliding Fee Scale and recommend approval to the GCHC Full Board, supported by C. Holloman.

Motion Carried

V. Quality Charts

a. Chart total Kept Appointments for January 2022

b. COVID-19 Encounters by Specialty for January 2022

J. Troop presented and discussed the quality charts in detail. She stated that the medical provider showing 0 and low encounters for a couple of weeks was due to a death in the family and having to travel out of county. We are working on a couple processes to assist with increased numbers for total kept appointments by the psych NPs. The onsite and telehealth encounters has had some COVID-19 exposures as well as an outbreak in the community which accounted for the higher telehealth numbers. There was also some discussion on the low numbers related to a social worker.

During the month of January, 82 COVID-19 tests were administered and 83 total COVID-19 vaccines administered.

VI. Other

J. Troop presented information on researching a marketing position for GCHC. She noted that even though this has been discussed in the past, due to the pandemic and the ebb and flow of the office dynamics, it was not highly pursued. It is determined that GCHC would benefit with the hiring of a marketing position and it is felt that now is the right time to pursue the opportunity. A discussion followed.

C. Holloman moved to accept the hiring of a marketing position as presented by the Executive Director and recommend approval to the GCHC Full Board; supported by S. Olson.

Motion Carried

VII. Adjourn

S. Schwartz moved to adjourn the meeting; supported by C. Holloman.

Motion carried

Meeting adjourned at 12:51 p.m.

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

Respectfully submitted by Karen Riddle, Recording Secretary