

Finance Committee Meeting Minutes
Friday, August 26, 2022
12:00 p.m.
Genesee Community Health Center
Via Zoom

Committee Members Via Zoom: Steve Schwartz and Claudnyse Holloman

Committee Members Absent: Sam Olson

Guests:

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

Recording Secretary: Lori TerBush, Administrative Assistant

Committee Meeting called to order at 12:06 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 July 22, 2022 Minutes.

C. Holloman moved to approve the July 22, 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. July 2022 Financials

G. Chipman reviewed the July financial packet, which was discussed in detail. Total revenue for July 2022 was \$547,009 compared to budget of \$586,118, which is \$39,108 under budget. The total expenses for July were \$466,319 compared to budget of \$555,863, which is \$89,543 less than the budgeted expenses. This resulted in a surplus for the month of July of \$80,690 with a budgeted surplus of \$30,255. Wages and fringe benefits along with a few other expenses were lower than budgeted which attributed to the surplus.

The Other Expenses page showed the total expenses for July were \$16,680, which is \$2,008 less than budgeted.

The balance sheet looks fantastic. The net position is \$3,661,695.

The Cost, Reimbursement & Productivity Statistics page showed Unique Patient Count was 172 compared to budget of 200 for July; the Medicaid eligible encounters was at 1,062 compared to the budget of 1,235. Health providers encounter productivity shows average 7.9 per day in July compared to budget of 7.9; the behavioral health care provider encounters in July were 8.5 per day, compared to a budget of 6.6. Social Worker encounters in July were 3.7 encounters per day with a budget of 4.9. The total cost per encounter was \$317 compared to a budget of \$324. There were 19 working days in July 2022. The cost per encounter varies due to the variable costs and total encounters.

The total HRSA grant revenue for July 2022 \$236,183 with a majority being utilized for salaries and wages. The Non HRSA grants totaled \$36,253 in July 2022 with a year-to-date total of \$321,423.

There was \$9,020 collected in July from HEDIS incentive, \$653 from PCMH and \$2,083 from MICare for a monthly total from Alternative Funding of \$11,756.

Reconciliation of Medicaid Wrap Advance Payments in Deferred Revenue sheet shows the Medicaid Wrap deferred revenue balance as of July 31, 2022, was \$939,304.

Notice of Award (NOA) was reviewed for the ARPA supplemental funding of \$65,500.

Discussion was held on how the Center Road facility is doing on its own. G. Chipman stated that he would add a separate sheet summarizing Center Road for the September Finance Committee Meeting.

b. Contract Summary (Finance Summary in packet)

Contract renewal for Dr. Naik was discussed. Dr. Naik provides contracted dental services for health center patients. Rates will be in accordance set forth in the agreed upon Fee Schedule;. Contract shall begin on 10/01/22 and end on 9/30/23.

C. Holloman moved to accept the FY22 October 2021 through September 2022 July Financials, NOA ARPA supplemental funding and Contract Renewal for Dr. Naik with recommended approval to the GCHC Full Board, supported by S. Schwartz. Motion carried

V. Quality Charts

a. Chart total Kept Appointments for July 2022

b. COVID-19 Encounters by Specialty for July 2022

J. Troop presented and discussed the quality charts in detail for July 2022. Noting the total kept appointment numbers were down as noted on the Productivity report due to vacations and only 19 working days in July. Telehealth is limited for medical as has been noted before and social workers still providing roughly 50% telehealth services. Total COVID tests completed in July were 4 with 47 vaccines administered.

S. Schwartz motioned to approve, supported by C. Holloman. Motion carried

VI. Other

a. Review of DEI Organizational Assessment Proposal

J Troop presented and discussed the DEI organization assessment proposal by Black Women Wise Women LLC (BW3) to provide an organizational assessment and readiness on DEI and to include actionable steps for strategic planning.

C. Holloman motioned to approve the proposal, supported by S. Schwartz. Motion carried

VII. Adjourn

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

Motion carried

Meeting adjourned at 12:33 p.m.

Next Finance Committee Meeting Scheduled for Friday, September 23, 2022, at 12:00 p.m.

Respectfully submitted by Lori TerBush, Recording Secretary