

GCHC BOARD OF DIRECTORS MEETING MINUTES

Friday, September 23, 2022

1:00 pm

Genesee Community Health Center

Via Zoom

Board Members Present via Zoom:

Steven Schwartz, Michael Wright, Patrick Henry, Claudnyse Holloman, Angela Essenburg, Autumn Bagley, Jorain Hardman, Erica Thrash-Sall and Elizabeth Rushing.

Board Members Absent: Yolanda Oliver-Yancy

Board Members Excused: Sam Olson

Guests: Jean Troop, Executive Director, Glen Chipman, GHS CFO, Sandra Sweet.

Recording Secretary; Lori TerBush, Administrative Assistant

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

I. Adoption of Agenda

J. Hardman moved to accept the agenda as presented, supported by S. Schwartz. Motion carried.

II. Roll Call

Board Chair called for a roll call, all present and absent were noted.

III. Public Participation

None

IV. Approval of August 26, 2022, Board Minutes

S. Schwartz moved to approve the August 26, 2022 minutes as presented, supported by A. Bagley. Motion carried.

V. Finance Committee Summary

a. FY22 August 2022 Financial Report

G. Chipman reviewed the August financial packet, and it was discussed in detail. The total revenue for August 2022 is \$553,096 compared to budget of \$586,118. Expenditures were \$497,723 compared to budget of \$555,863. Consequently, we have a surplus in the month of August of \$55,373 which is about \$25,118 better than budget. Year to date, we have a surplus just over \$917,488.

The other expenditures are within budget; however, the software licensing and maintenance fees are high, still within budget.

The balance sheet shows \$4,989,137 in total assets and \$1,277,872 in total liabilities. The unrestricted fund balance is \$2,639,410 to date.

The unique patient count (UPC) is under budget for August with 186 unique patients. The year to date UPC is 3,801, which is slightly less than the budgeted number of 4,050.

The Medicaid eligible encounters were up slightly compared to July.

Cost, Reimbursement & Productivity Statistics were reviewed. Medical nurse practitioners performing within budget with a daily average of 7.8 compared to a budget of 6.9. The Behavioral Health practitioners' productivity increased to 9.4 in August compared to a budget of 5.7. Social workers performance increased to 4.4 encounters per day compared to a budget of 4.3. Total encounters for all providers per day for August were 6.9 with a budget of 5.8. The total cost per encounter for August was \$305.

The total revenue for the HRSA grants in August was \$215,188, which was used to offset the costs of operations. The total amount for the Non-HRSA grants for August was \$41,679.

There was \$2,632 collected in August from HEDIS incentive, \$5,168 from PCMH and \$2,321 from MiCare for a monthly total from Alternative Funding of \$10,121.

FY 23 Budget

The patient revenue from Medicaid was increased by 6% to account for additional encounters anticipated at the new Children's building and Atherton locations. A slight decrease in the injectable revenue from 2022 budget; this is based on current trends. The patient revenue from commercial and other insurances is decreased based on trends. The HRSA grant is lower than 2022 due to a couple of grants being exhausted and the base grant and ARPA remainder. Total revenue budgeted is 6,499,458.

The expenditures including salaries and wages at 2,825,032 are down more in line with current operations. Other expenses are also lower following current trends, except for injectable revenue is higher based on actual 2022 trends and travel conferences due to employees being able to attend conferences in person. Expenses are budgeted at \$6,183,009, for a total budgeted surplus of \$316,449.

M. Wright moved to approve the Finance Packet, and the FY23 budget, supported by E Rushing. Motion Carried

VI. Quality and Safety Summary

a. July 2022 Quality Meeting Minutes

M. Wright presented the Quality and Safety summary and reviewed the July 2022 Quality-meeting minutes. Atherton medical and behavioral health visits quarterly report was discussed. Grievances were discussed. S. Schwartz asked if the grievances had been resolved and C. Holloman questioned if the patients' were notified of the resolution. J. Troop stated that they were resolved on the same day of the complaint and that patients were notified.

E. Rushing moved to approve the July Quality Committee Minutes, supported by A. Bagley. Motion carried.

VII. Personnel Committee

There are two board members whose terms need to be renewed, Sam Olson term ending 9/30/2022 and Autumn Bagley term ending 9/30/22. This will be a three-year renewal.

J. Hardman moved to approve the renewal of the board members, supported by E. Thrash-Sall. Motion carried.

VIII. GCHC Board of Directors Schedule of Meetings and Committee Assignments FY23

The board of director's schedule of meetings was discussed. December's meeting will be held on 12/16/22, this is a week early due to the holidays. C. Holloman discussed the various board committees and requested all board members choose at least one committee to be a member of. J. Hardman confirmed she would be on the Quality committee, E. Thrash-Sall asked to be removed from Quality. E. Rushing and P. Henry will join the Personnel committee and A. Essenburg will join the Finance committee.

M. Wright moved to approve the GCHC Board of Directors Schedule of Meetings and Committee Assignments FY23, supported by S. Schwartz. Motion carried.

IX. Executive Director's Report

J. Troop discussed that we are currently working on SAC (Service Area Competition) HRSA application. This is a continuation for our HRSA base grant. The application is due 11/10/2022 but plan to have it submitted by 10/31/2022.

We are collaborating with Michigan State University on a project to increase colorectal screening in African American patients ages 45 and up. This project will give the patient a choice of screening with a Fitkit, colonoscopy or Cologuard. MSU will follow up with the patient to ensure they complete the screening. This will help increase our HEDIS scores. There is also going to be a competition in the provider pods to increase overall cancer screenings.

The new Children's Center is planning to gain occupancy sometime in mid-October. The Autism center plans to move in November. The health center will not move in until January or February after we receive HRSA approval to add in current service sites.

Patrick Hawkins, Psych NP joined the health center on September 19, 2022. He will start seeing patients in another week. Behavior health is currently scheduling out 4-6 weeks at this time so he can help fill the access need.

GCHC has received the new Bivalent booster. We are offering to patients aged twelve and up. At this time, we are not offering to children due to the lack of RN training and other available resources in the area. A. Bagley asked if employees would receive this training before we join the Children's Building. J. Troop stated that they would.

Our outreach team has currently attended 16 events where Narcan training and vaccines were given. There have been 32 vaccines given this past month.

We are continuing to discuss rebranding and have a meeting coming up in October. M. Brown and R. Keswick would like to give a presentation to the board at the next meeting.

X. Diversity, Equity and Inclusion

The DEI consultants, Black Women Wise Women LLC (BW3), will be giving a presentation to the board at the October meeting. They will be sending out surveys to the board members and the staff. C. Holloman wondered if the consultants would share that information with the board and if they would help us identify the underserved population that we may be missing. J. Troop stated that this would be given to the board of directors to review.

XI. OSV!

J. Troop discussed the SAC award. She stated that another FQHC could compete for this award, although it should not be a problem since we have no conditions on our grant and we are in compliant with the program requirements.

XII. Other

a. The board succession policy was reviewed. C. Holloman would like to see the policy and plan together. The policy was withdrawn at this time.

XIII. Adjourn

The meeting adjourned at 1:53 p.m.

S. Schwartz moved to adjourn, supported by J. Hardman. Motion carried.

Next GCHC Board of Directors Meeting is scheduled for Friday, October 28, 2022, at 1:00 p.m.

Respectfully submitted by Lori TerBush, GCHC Administrative Assistant.