



Finance Committee Meeting Minutes
Friday, November 19, 2021
12:00 p.m.
Genesee Community Health Center
Via Zoom

Committee Members Via Zoom: Sam Olson, Steve Schwartz

Committee Members Absent: Claudnyse Holloman

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 12:05 p.m.

I. Adoption of Agenda

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

Motion carried

II. Public Participation

None

III. Approval of October 29, 2021 Finance Minutes

S. Schwartz moved to accept the October 29, 2021 minutes as presented, supported by S. Olson.

Motion carried

IV. FY22 October 2021-September 2022 Financial Packet

a. G. Chipman reviewed the October financial packet, and it was discussed in detail. He noted that the total revenue for October 2021 was \$517,313 compared to budget of \$586,118, which is (\$68,805) under budget. The total expenses for October were \$485,542 compared to a budget of \$555,863, which is (\$70,321) less than the budgeted expenses. The surplus for the month of October was \$31,771 with a budget of \$30,255.

The Other Expenses page showed the total expenses for October were \$19,465 which is \$777 more than budgeted. Software Licensing and Maintenance was the only category over budget due to first quarter billings. It was over budget by \$3,312.

G. Chipman discussed the dashboard graphs in detail. They days in A/R totaled 31 days for the month of October, which is a decrease from September. A/R % over 120 days was 53% in October which is a slight increase from 48% in September.

The Cost, Reimbursement & Productivity Statistics page showed Unique Patient Count is 1,125 compared to budget of 750; the Medicaid eligible encounters is at 1,094 compared to the budget of 1,235. The productivity for health provider encounters was 9.1 per day in October compared to budget of 12.0; the behavioral health care provider encounters was up in October to 7.3 per day, compared to a budget of 8.0. Social Worker encounters in October were 4.6 encounters per day with a budget of 5.0. The total cost per encounter was \$365 compared to a budget of \$324. There were 20 working days in October 2021.

The total October 2021 revenue of base grants was \$120,959 with a majority of the money being spent on salaries and wages.

Alternative Funding Sources page shows we received \$3,239 of incentive money in the month of October.

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 \$517,323. The Medicaid Wrap Balance totals \$441,477.

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

Motion carried

V. Quality Charts

a. Chart total Kept Appointments for October 2021

b. COVID-19 Encounters by Specialty for October 2021

J. Troop presented and discussed the quality charts in detail. She states Joe Karanja has picked up volume with patients at the Center Road location. She explained Jori Reigle is picking up her patient volume and Lindsey Roth had some time off/quarantine at the beginning of October. Psych appointments are still split half in-person and half telehealth. Social Workers are still operating with a hybrid schedule. She explains the low weeks for Providers or Social Workers are due to paid time off or COVID quarantine issues.

J. Troop explains we tested 21 individuals for COVID-19 in October. She explains COVID-19 vaccine numbers continue to remain steady with Booster shots, 129 COVID-19 Vaccines were administered in October.

VI. Other

None

VII. Adjourn

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

Motion carried

Meeting adjourned at 12:33 p.m.

Next Finance Committee Meeting Scheduled for Friday, December 17, 2021 at 12:00 p.m.

Respectfully submitted by Kristany Wilmoth, Recording Secretary