

GCHC BOARD OF DIRECTORS MEETING MINUTES

Friday, January 27, 2022

1:00 pm

Genesee Community Health Center

Via Zoom

Board Members Present via Zoom:

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

Guests: Jean Troop, Executive Director, Glen Chipman, GHS CFO, Kala Parker and Cheryl Hall-Russel of Black Women, Wise Women and Lori TerBush, Recording Secretary.

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

I. Adoption of Agenda

S. Schwartz moved to accept the agenda as presented, supported by E. Rushing. Motion carried.

II. Roll Call

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

III. Public Participation

None

IV. DEI

Cheryl Hall-Russel and Kala Parker from Black Women, Wise Women (BW3) conducted a focus group for the board of directors. Many questions were asked and the board members responded. Cheryl Hall-Russel and Kala Parker will return with the results from both the board of directors and the employees.

V. Approval of December 16, 2022, Board Minutes

M. Wright moved to approve the December 16, 2022 minutes as presented, supported by E. Rushing. Motion carried.

VI. Finance Committee Summary

FY23 November 2022 Financial Report

G. Chipman reviewed the November financial packet, which was discussed in detail. Total revenue for November 2022 was \$563,374 compared to budget of \$541,622, which is \$21,752 under budget. The total expenses for November were \$500,699 compared to budget of \$515,267, which is \$14,568 less than the budgeted expenses, which resulted in a surplus for the month of November. Wages and fringe benefits along with a few other expenses were lower than budget. The balance sheet shows a good net position.

The Cost, Reimbursement & Productivity Statistics page was reviewed and discussed in detail. Unique Patient Count for November was 577. The Medicaid eligible encounters were 1,334 compared to the budget of 1,318. The total cost per encounter was \$325 compared to a budget of \$300. The cost per encounter varies due to the variable costs and total encounters.

Reconciliation of Medicaid Wrap Advance Payments in Deferred Revenue sheet shows the Medicaid Wrap deferred revenue balance as of November 30, 2022, was \$624,251.

Financials for the Atherton location were reviewed and discussed in detail. There is a correction to be made on the Atherton location Revenue-Expenses page stating that there is a deficit of \$2,569.44, this should actually read “surplus” of this amount.

S. Schwartz moved to approve the November FY23 Financial Report, A. Bagley supported. Motion carried.

VII. Quality and Safety Summary

a. November 2022 Quality Meeting Minutes

M. Wright requested that J. Troop provide the summary of Quality Committee Minutes. J. Troop stated that the November minutes are available to review. The GCHC only Access to Clinical Advise was revised based on board feedback and needs to be approved. The Yearly QI calendar for 2023 is included in the packet and the QI work plan for 2022 is included which provides an update and some items were carried over to the 2023 plan.

E. Rushing moved to approve the November 2022 Quality Committee Minutes and the GCHC Access to Clinical Advices, supported by A. Bagley. Motion carried.

VII. Personnel Committee

S. Schwartz noted that J. Troop identified a need to develop a strategic plan for board recruitment and that she will create an outline to present at the next personnel committee meeting. This will include both patient and community member recruitment.

VIII. Executive Director’s Report

J. Troop noted that we have received the HRSA approval for the new Children’s Center. We should be in the building within 120 days.

The strategic plan for 2020-2023 is attached and has quite a bit of information. We will be scheduling a meeting with the Strategic Plan committee to get the process outlined and meetings scheduled with board.

J. Troop stated that she is working on the UDS report, which is due on February 14, 2023.

GCHC continues to offer both COVID and Flu vaccines to the community at no cost. The grant for Covid-19 testing and vaccines will stop at the end of September. How to continue these is being discussed.

An FY23 Marketing Plan is being developed with a meeting in January with Melissa and Renee. A budget will be included and the plan will be reviewed with the board once completed.

J. Troop will be attending the PNI meeting in Washington D.C. where there will be meetings with both the house and the senate regarding the importance of FQHC's. There are some opportunities coming up for board of director education. If you are at all interested in continuing education, please contact Jean and she will help coordinate.

Outreach programs have slowed down during the winter. We have purchased a Narcan vending machine with the help of a grant; this will be housed at the MTA. A press conference will be held at the MTA on February 9, 2023 at 2:00 p.m. The University of Michigan PA students and the MTA security department will be in charge of the vending machine and will keep it filled with Narcan. The Greater Flint Health Coalition will be purchasing Fentanyl strips, which will also be in the vending machine. There is no cost associated with the vending machine and there will be educational pamphlets nearby. We also are putting "emergency" boxes in local business with Narcan kits and supplies.

IX. **OSV!**

The UDS report is due on February 14, 2023.

X. **Adjourn**

The meeting adjourned at 2:25 p.m.

M. Wright moved to adjourn, supported by S. Schwartz. Motion carried.

Respectfully submitted by Lori TerBush, Administrative Assistant

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Claudnyse Holloman, Chair, Board of Directors, Genesee Community Health Center