



Finance Committee Meeting Minutes
Friday, May 26, 2023
12:00 p.m.
Genesee Community Health Center
Via Zoom/In Person at CCIS

Committee Members Via Zoom: Steve Schwartz, and Claudnyse Holloman.

Staff: Jean Troop – GCHC Executive Director and Glen Chipman- GHS CFO.

Excused: Sam Olson

Absent: Angela Essenburg.

Recording Secretary: Lori TerBush, Administrative Assistant

Committee Meeting called to order at 12:05 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 Minutes.

S. Schwartz moved to approve April 28, 2023 minutes, supported by C. Holloman. *Motion carried.*

IV. FY23 October 2022-November 2023 Financial Packet (complete packet on file with minutes)

a. April 2023 Financials

G. Chipman reviewed the April financial packet, which was discussed in detail. Total revenue for April 2023 was \$503,780 compared to budget of \$541,622. Total expenses for April were \$536,279 compared to budget of \$515,267, which resulted in a deficit of \$32,499 for the month of April. The balance sheet shows good net position.

The Cost, Reimbursement & Productivity Statistics page was reviewed and discussed in detail. Unique Patient Count was 144 for April; the Medicaid eligible encounters were 1,083 compared to the budget of 1,318. The total cost per encounter was \$350 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 April 30, 2023, was \$527,286.

Financials for the Atherton location were reviewed and discussed in detail.

G. Chipman reviewed the HRSA grant year 2023 budget in detail.

S. Schwartz moved to approve the April 2023 financials and the HRSA grant year 2023 budget, supported by C. Holloman. *Motion carried.*

Discussion was held on marketing. J. Troop stated that we are awaiting a proposal by the marketing team. C. Holloman stated she would like to see our marketing budget increase in the next year.

V. Quality Charts

a. Chart total Kept Appointments for April 2023

b. COVID-19 Encounters by Specialty for April 2023

J. Troop presented and discussed the quality charts in detail for April 2023. Noting the total kept appointment numbers were down as noted on the Productivity report due to provider time off during the month. Total COVID tests completed in April was 8 with 7 vaccines administered. The COVID team is grant funded to maintain nursing staff.

VI. Adjourn

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

Meeting adjourned at 12:30 p.m.

Respectfully submitted by Lori TerBush, Recording Secretary