



Finance Committee Meeting Minutes
Friday, July 28, 2023
12:00 p.m.
Genesee Community Health Center
Via Zoom/In Person at CCIS Board Room 250

Committee Members Via Zoom: Steve Schwartz, Sam Olson, Angela Essenburg, and Sandy Sweet.

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

Excused: Claudnyse Holloman.

Recording Secretary: Lori TerBush, Administrative Assistant

Committee Meeting called to order at 12:03 p.m.

I. Adoption of Agenda

S. Schwartz motioned to approve the agenda, S. Olson supported, *Motion carried*

II. Public Participation

None

III. Approval of Minutes.

S. Olson moved to approve June 23, 2023 minutes, supported by S. Schwartz. *Motion carried.*

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

a. June 2023 Financials

G. Chipman reviewed the June financial packet, which was discussed in detail. Total revenue for June 2023 was \$488,938 compared to budget of \$541,622. Total expenses for June were \$523,657 compared to budget of \$515,267, which resulted in a deficit of \$34,719 for the month of June. The balance sheet shows good net position.

The Cost, Reimbursement & Productivity Statistics page was reviewed and discussed in detail. Unique Patient Count was 123 for June compared to a budget of 200; the Medicaid eligible encounters were 1,078 compared to the budget of 1,318. The total cost per encounter was \$349 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 was reviewed and discussed.

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

G. Chipman reviewed the audit in detail. The audit had been sent to board members to review last month.

S. Olson moved to approve the June 2023 financials and the audit, supported by S. Schwartz. *Motion carried.*

V. **Quality Charts**

a. **Chart total Kept Appointments for June 2023**

b. **COVID-19 Encounters by Specialty for June 2023**

J. Troop presented and discussed the quality charts in detail for June2023. 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 May was 1 with 1 vaccine administered. The COVID team is grant funded to maintain nursing staff.

VI. **Adjourn**

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

Meeting adjourned at 12:30 p.m.

Respectfully submitted by Lori TerBush, Recording Secretary