



GCHC BOARD OF DIRECTORS MEETING MINUTES

Friday, August 25, 2023

1:00 pm

Genesee Community Health Center

Via Zoom/In Person Flint Location 725 Mason Street

Board Members Present In Person: Autumn Bagley.

Board Members Present via Zoom: Claudnyse Holloman, Steven Schwartz, Sam Olson, Angela Essenburg, Jorain Hardman and Elizabeth Rushing.

Excused: Patrick Henry and Michael Wright.

Staff: Jean Troop, Executive Director, Glen Chipman, GHS CFO, and Lori TerBush, Recording Secretary.

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

I. Adoption of Agenda

A. Bagley 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, absent and excused were noted.

III. Public Participation

None

IV. Approval of July 28, 2023, Board Minutes

S. Schwartz moved to approve the July 28, 2023 minutes as presented with the correction of a wrong word used in VIII Strategic Planning – directions instead of directors supported by A. Bagley. *Motion carried.*

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

a. July 2023 Financial

G. Chipman reviewed the July financial packet, which was discussed in detail. Total revenue for July 2023 was \$494,760 compared to budget. Total expenses for July were \$504,999 compared to budget, which resulted in a deficit for the month of July. The balance sheet shows good net position.

The Cost, Reimbursement & Productivity Statistics page was reviewed and discussed in detail. Unique Patient Count was 105 for July compared to a budget of 200; the Medicaid eligible encounters were 1,054 compared to the budget of 1,318. The total cost per encounter was \$347 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.

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

J. Hardman moved to approve the July 2023 financials, supported by S. Schwartz. Motion carried.

VI. Quality and Safety Summary

a. July 2023 Quality Meeting Minutes

The July quality meeting minutes were reviewed. The quarterly UDS Quality Measures Report was also reviewed. This information reflects the numbers of patients seen during the reported period (January-June 2023).

J. Troop noted we are also working with Michigan State University research team to increase colorectal numbers for African American patients ages 45-74.

S. Schwartz moved to approve the July 2023 Quality Committee Minutes supported by A. Bagley. Motion carried.

VII. Personnel Committee

S. Schwartz stated that there has not been a recent meeting. However, J. Troop did send out information regarding a new board of director's member application that will need to be reviewed.

VIII. Strategic Planning Committee

The board retreat is coming up on September 8, 2023 from 9am to 1pm at the CCIS building. The second half will be on September 22, 2023 from 12pm to 4pm; this is also the date of our board of director's meeting so this will be a hybrid meeting with board meeting starting at 12pm and strategic retreat following.

IV. Executive Director's Report

J. Troop reported that the health center at CCIS is doing well; unfortunately, due to the storm last night there is no power at the building today so all patients were diverted back to the GCHC Flint location. We will be starting full time at the CCIS location on September 25, 2023.

F. Petrilli, DNP resigned and we have hired K. Morton, NP to replace, she will be starting on September 5, 2023.

Townsquare Media has kicked off our marketing campaign, which are ads on streaming TV channels and other media outlets. They will provide a report every month, which we will bring to this meeting to review.

Patient Appreciation Day had a great turn out. Many of the vendors have already stated that they would like to be included again next year. J. Hardman stated that she and her grandchildren had a wonderful time at the event. TV12 did some media coverage and an interview with J. Troop.

The Staff Appreciation Day was also a good time. We used the large boardroom at CCIS. Majority of staff attended, we had games and food and everyone appeared to enjoy themselves.

We continue attending community events bringing more awareness of the health center. The Narcan vending machine at the MTA terminal has been highlighted in several other states, bringing more awareness to Opioid Overdose and this preventative measure.

X. **OSV!**

J. Troop discussed Fiscal responsibility as part of board authority. Using Cost, Reimbursement and Productivity report as an example. Noting this is a great snap shot that the finance committee reviews each month and is included in the board packet; showing unique patient visits each month, number of Medicaid encounters, cost per patient and overall productivity of the health center for the month. J. Troop noted if anyone would like additional information on all the columns and how they relate to fiscal responsibility to let her know.

XI. **DEI**

C. Holloman noted DEI will be incorporated during strategic planning session and incorporated in Goals and Objectives.

S. Swartz requested Marketing/Outreach be added as an agenda item moving forward. C. Holloman requested replacing current DEI section with Marketing/Outreach.

S. Swartz moved to approve, supported by S. Olsen. *Motion carried.*

XII. **Adjourn**

The meeting adjourned at 1:30 p.m.

S. Olson 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