



**GCHC BOARD OF DIRECTORS**

Friday, October 27, 2023

1:00 pm

Genesee Community Health Center

Via Zoom/In Person CCIS Location on Saginaw St.

Board Members Present In Person: A. Bagley, S. Schwartz and M. Wright

Board Members Present via Zoom: J. Hardman, S. Olson and E. Rushing, P. Henry

Excused: C. Holloman and Angela Essenburg

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

Guests: Lisa Shumpert, Compliance Officer and Erin Riha from TowneSquare Marketing

**Meeting was called to order at 1:02 p.m. by A. Bagley.**

**I. Adoption of Agenda**

**M. Wright 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 September 22, 2023, Board Minutes**

**M. Wright moved to approve the September 22, 2023 minutes as presented supported by S. Schwartz. Motion carried.**

**V. Outreach and Marketing**

Town Square media representative Erin Riha was present to provide an overview of the current marketing plan recently implemented and discuss in detail the results over the past two months. Lots of discussion on methods and results. GCHC is currently utilizing paid advertisements on Facebook, streaming TV and YouTube. The campaign is going very well based on results. This will continued to be monitored and ads refreshed as needed. E. Riha noted we changed one of videos in Oct. to focus on Breast Cancer awareness and will change that in November to Preventative Health and Immunizations.

**VI. Compliance**

Lisa Shumpert, Compliance Officer reviewed in detail the Conflict of Interest Code of Conduct policy and required annual forms. L. Shumpert noted she was available anytime for questions or concerns and if there were any perceived conflicts to reach out to her or J. Troop to discuss. L. Shumpert reviewed the forms in detail and how to complete. She noted this is an annual review and the forms are required to be completed, signed and returned for compliance.

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

**a. August 2023 Financials**

G. Chipman reviewed the August financial packet, which was discussed in detail. Total revenue and expenses for August 2023 were compared to budget, resulting in a deficit for the month of August. The balance sheet shows good net position.

The Cost, Reimbursement & Productivity Statistics page was reviewed and discussed in detail. Unique Patient Count was 91 for August compared to a budget of 200; the Medicaid eligible encounters were 1,022 compared to the budget of 1,318. The total cost per encounter was \$365 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.

**b. September 2023 Financials**

G. Chipman reviewed the September financial packet, which was discussed in detail. Total revenue and expenses for September 2023 were compared to budget, resulting in a deficit for the month of September. The balance sheet shows good net position.

The Cost, Reimbursement & Productivity Statistics page was reviewed and discussed in detail. Unique Patient Count was 85 for September compared to a budget of 200; the Medicaid eligible encounters were 905 compared to the budget of 1,318. The total cost per encounter was \$390 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 noted the value-based health plan contracts GCHC has through Michigan Community Health Network (MCHN) will be distributing 2022 shared savings in November. This is the first time GCHC will be eligible for this distribution.

**M. Wright moved to approve the August and September Finance, supported by S. Schwartz. *Motion carried.***

**VIII. Quality and Safety Summary**

**a. August 2023 Quality Meeting Minutes**

The August quality meeting minutes were reviewed. There were no quarterly grievances reported.

**S. Schwartz moved to approve the August 2023 Quality Committee Minutes supported by M. Wright. *Motion carried.***

**XI. Personnel Committee**

S. Schwartz noted the committee met on October 26, 2023. There were three Board of Director applications submitted for review. One of these applicants noted a spouse working for GHS, which could cause conflict. Further review is being done to determine if as a CMH/GHS employee this would still result in conflict for GCHC board. The other two applicants were approved by committee and recommended for full board approval.

**M. Wright moved to approve two of the three applicants for board of directors, supported by S. Schwartz. *Motion carried.***

**X. Strategic Planning Committee**

J. Troop stated that we had a great All Staff meeting where we went over the results of the Strategic Planning retreat. J. Troop had staff members who were present at the strategic planning retreat discuss different portions of the draft plan. Staff were engaged and provided a lot of great feedback. They did recommend some changes in our vision, mission and values statements. J. Troop will send this out for the board to review in next month's board packet.

**XI. Executive Director's Report**

J. Troop noted that we hired a new Health Navigator. This is a millage-funded position. This employee will help coordinate patients with needs, referrals and coordinate between the medical side of care and the mental health side of care.

J. Troop noted Kyndra Morton, NP credentialing was completed. The Medical Director approved and this was reviewed and approved by QI.

**XII. OSV!**

This will be discussed next month due to running late from presentations.

**XIII. Other**

FY13 Board Meeting Schedule noted March 29, 2023 meeting which is Good Friday and GCHC is closed. The date was changed to March 22, 2023. Revised schedule included in packet.

**XIV. Adjourn**

The meeting adjourned at 2:49 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