



## Finance Committee Meeting Minutes

Friday, December 15, 2023

12:00 p.m.

Genesee Community Health Center

Via Zoom/In Person at CCIS

Committee Members Present: S. Schwartz

Committee Members via Zoom: A. Essenburg

Excused: C.Holloman, S. Olson

Staff Members: G.Chipman- GHS CFO and J. Troop, Executive Director

Recording Secretary: L. TerBush, Administrative Assistant

Committee Meeting called to order at 12:04 p.m.

**I. Adoption of Agenda**

S. Schwartz motioned to approve the agenda, supported by A. Essenburg. *Motion carried*

**II. Public Participation**

None

**III. Approval of Minutes.**

S. Schwartz moved to approve October 27, 2023 minutes, supported by A. Essenburg. *Motion carried.*

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

**a. October 2023 Financials**

G. Chipman reviewed the October financial packet, which were discussed in detail. Total revenue for October 2023 was \$533,998 compared to budget of \$556,050. Total expenses for October were \$532,094 compared to budget of \$550,133. The balance sheet shows good net position.

The Cost, Reimbursement & Productivity Statistics page was reviewed and discussed in detail. Unique Patient Count was 1,434 for October compared to a budget of 200 (October begins the new fiscal year therefore all patients in October are considered unique); the Medicaid eligible encounters were 1,040 compared to the budget of 1,318. The total cost per encounter was \$346 compared to a budget of \$321. 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.

**A. Essenburg moved to approve the October 2023 financials, supported by S. Schwartz. *Motion carried.***

V. **Quality Charts**

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

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

J. Troop presented and discussed the quality charts in detail for November 2023. Noting the total kept appointment numbers were down as noted on the Productivity report due to provider time off during the month.

VI. **Adjourn**

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

Meeting adjourned at 12:21 p.m.

*Respectfully submitted by Lori TerBush, Recording Secretary*