



GCHC BOARD OF DIRECTORS

Friday July 26, 2024

1:00 pm

Genesee Community Health Center

Via Zoom/In Person CCIS

Board Members Present via Zoom: Jorain Hardman

Board Members Present: Michael Wright, Steve Schwartz, Bonita Thomas, Claudnyse Holloman, Elizabeth Rushing, and Autumn Bagley

Staff Members Present: Jean Troop, Executive Director. Glen Chipman, CFO

Staff Members Present via Zoom: Sandy Sweet, Accounting Manager (zoom)

Excused/Absent: Tabitha Neff (excused), Angela Essenburg

Staff: JuWanda Vinson and Karen Hillman, Recording Secretary

Meeting was called to order at 1:00p.m. by Chair, Claudnyse Holloman.

1. Adoption of Agenda

A. Bagley moved to accept the agenda, supported by M. Wright. *Motion carried.*

2. Roll Call

The Chair called for roll call, all present, absent and excused noted.

3. Public Participation

None

4. Approval of June 28, 2024, Board Minutes

M. Wright moved to approve the June 28, 2024 minutes, supported by J. Hardman *Motion carried.*

5. FY24 October 2023-September 2024 Financial Packets (complete packet on file with minutes)

A. June 2024 Financial packet

G. Chipman reviewed the June financial packet, which was discussed in detail. Total revenue for June was \$436,881 compared to the budget of \$556,050. Total expenses for June were \$430,381 compared to the budget of \$550,133. The balance sheet shows good net position.

The Cost, Reimbursement & Productivity Statistics page was reviewed and discussed in detail. The unique Patient Count was 103 for June compared to the budget of 200. The Medicaid eligible encounters were 737 compared to the budget of 1,318. The total cost per encounter was \$334 compared to the budget of \$321. The cost per encounter varies due to costs and total encounters.

Reconciliation of Wrap Advance Payments in Deferred Revenue sheet was reviewed and discussed. Financials for the Burton location were reviewed and discussed.

M. Wright moved to approve the June 2024 Finance Committee minutes, supported by A. Bagley. *Motion carries.*

B. 2024 Grant Year Budget

G. Chipman presented the 2024 Grant year budget. This was discussed.

M Wright moved to approve the 2024 Grant Year Budget, supported by C. Holloman. Motion carried.

C. Policy Review/Approval

1. Review of the “Federal fund Payments and Distribution Policy”, no changes to policy, slight changes to procedure based on current processes.
2. Review of the “AR/Revenue Cycle Management & Collections”, no changes to policy noted.

M. Wright moved to approve the policies, supported by S. Schwartz. Motion carried.

D. Compliance Audit Report

G.Chipman went over the Supplemental Audit report done on the Health Center Cluster Grant. There were 2 negative findings noted. A corrective action plan was submitted and approved and was included in the report. Detailed discussion took place. FY25 budget to include grant management position, reporting to GCHC ED.

M. Wright moved to approve the audit report and grant management position in FY25 budget, supported by A. Bagley. Motion carried.

6. Quality and Safety Summary

The June 2024 Quality Committee meeting minutes were discussed in detail. Peer Review and Patient Satisfaction Survey summaries were discussed. Noted that NCQA PCMH re-certification approved for another year. There were two policies included which were reviewed for approval: **Clinical Provider Peer Review Policy** and **Standards of Care Policy**.

M. Wright moved to approve the June 2024 Quality Committee minutes and the policies Clinical Provider Peer Review and Standards of Care, supported by A.Bagley. Motion carried.

7. Personnel Committee

S. Schwartz noted the committee met July 25, 2024. There were no union grievances or compliance issues noted. Still looking for additional board members. J. Troop noted an application has gone out to a community member.

8. Marketing/Outreach Presentation

Townsquare Marketing was discussed. Board member voiced concern about the presentation done at last month's meeting. Doesn't feel that the company is reaching GCHC's population. J. Troop commented that the contract will be ending and other avenues are being explored. Board agreed to end contract and explore additional marketing opportunities.

9. Strategic Planning Committee

Committee Chairperson will work with the Executive Director on planning.

10. Executive Director's Report

J. Troop discussed HRSA site review for 09/04/24, 09/05/24, 09/06/24. HRSA will be meeting with the BOD 09/05/2024. C. Holloman explained site visit to new members.

NHCW Patient Appreciation Day is 08/07/2024. Several sponsorships were obtained. Preparations for event are on schedule.

J. Troop advised that re-credentialing had been completed for the following positions:
LIP'S: G. Johnson PMHNP and L. Strickland LLMSW (initial credentialing)

OLCP'S: L. Edmonds LPN, C. Walters LPN

OCP'S: R. Hill, Health Coach, A. Schmidt Health Coach, M. Carroll Health Coach, L. Gould

Health Coach, F. Wall Health Coach, C. Newell CMA, L. Smith CMA Supervisor, M. Monroe CMA, T. Taylor CMA, V. Petroff CMA, and L. Mills CMA

Dr. Pyatt will be retiring at the end of August 2024. J. Troop informed BOD that patients will be transitioning to PCP's within the practice.

11. OSV!

Discussed nominal fee and walked through the patient satisfaction survey results with question related to if you were charged for your service today? If they were, would the charge keep you from seeing services in the future? This is the question from patient satisfaction survey that we use to determine if fees are a barrier to care.

Additionally we walked through the patient mix and how many patients a nominal fee would impact. Board had a detailed discussion regarding this.

A.Bagley motioned to continue no nominal fee, supported by B. Thomas. *Motion Carried.*

12. Co-applicant Agreement (Agenda Item added by C.Holloman)

The Co-Applicant Agreement between Genesee Health Systems and Genesee Community Health Center was reviewed and explained to BOD. This has been revised as part of the Strategic Plan by the strategic committee, has been approved by GHS BOD's and is ready to be approved.

M. Wright moved to approve the Co-Applicant Agreement, supported by E. Rushing. *Motion carries.*

13. Adjourn

The meeting adjourned at 2:10 pm

S. Schwartz moved to adjourn, supported by A. Bagley. *Motion carried.*

Respectfully submitted by JuWanda Vinson and Karen Hillman,

Administrative Assistant

Signature on File C. Holloman, Chair, Board of Directors, Genesee Community Health Center

