



GCHC BOARD OF DIRECTORS

Friday, April 26, 2024

1:00 pm

Genesee Community Health Center

Via Zoom/In Person CCIS

Board Members Present via Zoom: Claudnyse Holloman, Angela Essenburg, Jorain Hardman, Elizabeth Rushing, Steven Schwartz, and Tabitha Neff,

Board Members Present: Michael Wright

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

Excused/Absent: Autumn Bagley(excused) and Bonita Thomas

Staff: JuWanda Vinson, Recording Secretary.

Meeting was called to order at 1:06 p.m. by Chair, Claudnyse Holloman.

1. Adoption of Agenda

M. Wright moved to accept the agenda, supported by S. Schwartz. *Motion carried.*

2. Roll Call

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

3. Public Participation

None

4. Approval of April 26, 2024, Board Minutes

S. Schwartz moved to approve the April 26, 2024, minutes, supported by M. Wright.

Motion carried.

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

a. April 2024 Financial Packet

G. Chipman reviewed the April financial packet, which was discussed in detail. Total revenue for April 2024 was \$523,673 compared to budget of \$556,050. Total expenses for April were \$519,744 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 210 for April compared to a budget of 250. The Medicaid eligible encounters were 1,040 compared to the budget of 1,318. The total cost per encounter was \$295 compared to a budget of \$321. The cost per encounter varies due to the variable costs and total encounters. Discussion regarding low patient counts and opportunities to increase awareness and encounter counts.

Reconciliation of Medicaid Wrap Advance Payments in Deferred Revenue sheet was reviewed and discussed.

Financials for the Burton location was reviewed and discussed.

b. FY23 Audit

G. Chipman reviewed the annual audit report for GHS. A new auditing firm conducted this year's audit. Discussion held about the audit report and auditing process and health center financial areas noted.

M. Wright moved to approve the April financials, supported by E. Rushing. *Motion carried.*

6. Quality and Safety Summary

The April 2024 Quality Meeting minutes were discussed in detail, which included the QI 2024 UDS Quality Measure Report and the Colorectal Screening Initiative QI 2024 Report. The following policies were reviewed and discussed: Infection Control, Linguistically Competent Care, and Scope of Services polices.

M. Wright noted that J. Hardman is the new chairperson of the Quality Committee.

E. Rushing moved to approve the April 2024 Quality Minutes and the three policies noted above, supported by S. Schwartz. *Motion carried.*

7. Personnel Committee

S. Schwartz noted that the committee has not met since April. Minutes in the packet for review and approval.

M. Wright moved to approve the April 2024 Personnel Committee minutes, supported by S. Schwartz *Motion carries*

8. Strategic Planning Committee

N. Holloman noted the committee has reviewed and revised the GCHC Governing Board Bylaws. These were reviewed and discussed.

M. Wright moved to approve the revised GCHC Governing Board Bylaws, supported by E. Rushing. *Motion carries.*

9. Marketing and Outreach

J. Troop stated that she met with TownSquare Media to review the monthly report and our numbers continue to look good. C. Holloman requested TownSquare present at next month's board meeting.

10. Executive Director's Report

J. Troop stated that the health navigator is working hard to help patients get insured and access to resources. The health center is implementing a staff driven Employee Morale Committee. Staff are working on QI goals and working towards strategic plan goals.

11. OSV!

J. Troop reviewed program requirements and under Board Authority how reviewing Bylaws, policies, financials and productivity, all those reports and areas that we just reviewed today, are a part of board authority.

12. Adjourn The meeting adjourned at 1:39 pm

S. Schwartz moved to adjourn, supported by M. Wright. *Motion carried.*

Respectfully submitted by JuWanda Vinson, Administrative Assistant

_____ C. Holloman, Chair, Board of Directors, Genesee Community Health Center

