



GCHC BOARD OF DIRECTORS

Friday, August 30, 2024

1:00 pm

Genesee Community Health Center

Via Zoom/In Person CCIS

Board Members Present via Zoom: Jorain Hardman, Angela Essenburg

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

Staff Members Present: Jean Troop, Executive Director

Staff Members Present via Zoom: Sandy Sweet, Accounting Manager, Glen Chipman, CFO

Excused/Absent: Tabitha Neff (excused), Elizabeth Rushing

Staff: Karen Hillman, Recording Secretary

Meeting was called to order at 1:01p.m. by Vice Chair, Autumn Bagley.

1. Adoption of Agenda

S. Schwartz 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 July 26, 2024, Board Minutes

M. Wright moved to approve the July 26, 2024, minutes, supported by A. Bagley. *Motion carried.*

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

a. July 2024 Financial packet

G. Chipman reviewed the June financial packet, which was discussed in detail. Total revenue for July 2024 was \$524,135 compared to the budget of \$556,050. Total expenses for July were \$517,156 compared to the budget of \$550,133. The balance sheet shows a good net position.

The Cost, Reimbursement & Productivity Statistics page was reviewed and discussed in detail. The Unique Patient Count was 136 for July compared to a budget of 200. Medicaid eligible encounters were 918 compared to the budget of 1,318. Total encounters for the month were 1,649 compared to the budget of 1,716. The total cost per encounter was \$314 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 and the Deferred Revenue sheet was reviewed and discussed.

Financials for the Burton location were reviewed and discussed.

b. Fee Schedule

J Troop noted a fee schedule discussion took place during the finance committee. Indicating the fee schedule was reviewed but not changed in 2023 and a new one would be presented for review in Oct. or Nov. 2024 due to the change in payer mix using BCBS as prevailing rates.

M. Wright moved to approve the July 2024 Finance Committee minutes, supported by S. Schwartz. Motion carried.

6. Quality and Safety Summary

The July 2024 Quality Committee meeting minutes were discussed in detail. 2024 UDS Quality Measures were discussed. QI Work Plan update and Credentialing Memo reviewed. Colorectal Screening Initiative provided. There was one policy included which was reviewed for approval: **Access to Clinical Advise Policy.**

C. Holloman moved to approve the July 2024 Quality Committee minutes and the policy Access to Clinical Advise Policy, supported by A.Bagley. Motion carried.

7. Personnel Committee

M. Eckles BOD application was reviewed and discussed. M. Eckles was not in attendance.

B. Thomas moved to approve M. Eckles BOD application with effective date of 10/01/2024, supported by S. Schwartz. Motion carried.

8. Executive Director's Report

Strategic Plan Update: Reviewed handout of Strategic Plan with updates noted to specific objectives.

Capital Plan Updates: Discussed Center Rd expansion and HRSA capital grant, which ends in Sept. The delays to this project due to COVID and then the sewer issues with the City of Burton. Sewer issues are being addressed by the City and should be resolved by the end of Oct. We believe they will approve our building permit at this time so we can move forward with construction, however the budget will need to be revised due to the length of time of delays and we need to submit a no cost extension for the grant.

C. Holloman moved to approve the no cost extension for the HRSA capital grant, supported by J. Hardman. Motion carried.

J. Troop noted Dr Pyatt retired. The last day of his contract was August 29, 2024. Dr Pyatt was instrumental in starting the SUD/MAT program at GCHC and was very important to the success of that program. All patients have been integrated with their primary care provider would was providing both primary care and MAT/SUD services. B. Nicholson helped with this transition. This does affect the Scope of Services as we no longer have a contract provider providing SUD/MAT services and will need to submit a change in scope to HRSA to reflect this.

M.Wright moved to approve the change in Scope of Service, to remove the X from column B on Form 5A under Substance Use Disorder Services, B. Thomas supported. Motion carried.

J. Troop noted Patient Appreciation Day was a success! Thanks to K. Hillman for all her last minute efforts to make it run smoothly and for working with the city to clear the street. Lots of ideas for next year to improve the event even more. Fun day for everyone!

9. **OSV!**

J. Troop noted the Operational Site Visit will be occurring next week. The auditors will be on-site starting Wednesday. She described how the framework of the visit and the staff and board involvement. Board members were encouraged to ask questions.

10. **Other**

- a. FY25 BOD Schedule of Meetings was reviewed.
A. Bagley moved to approve FY25 BOD Schedule of Meetings, M.Wright supported.
Motion carried
- b. Executive session
M. Wright made a motion to go into executive session, supported by S. Schwartz.
Motion carried.

11. **Adjourn**

The meeting adjourned at 2:00 pm

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

Respectfully submitted by Karen Hillman, Administrative Assistant

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

