



**Board of Directors
Meeting Minutes**
*Friday, April 25, 2025
1:00 P.M.
Genesee Community Health Center
Via Zoom/In Person CCIS Rm 108*

Board Members Present: Claudnyse Holloman, Melvin Eckles, Bonita Thomas

Board Members via Zoom: Angela Essenburg, Tabitha Neff, Autumn Williams Jorain Hardman, Steve Schwartz, Michael Wright

Staff Members Present: Jean Troop, GCHC CEO, Glen Chipman, GHS CFO, Karen Hillman, Recording Secretary

Staff Members via Zoom: Sandra Sweet, Accounting Manager

Excused/Absent: Elizabeth Rushing (Absent)

Meeting called to order at 1:00 P.M. by Chair, Claudnyse Holloman.

1. Adoption of Agenda

C. Holloman requested that the election of officers be added to the agenda.

S. Schwartz moved to accept the agenda with the addition, supported by B. Thomas. *Motion carried.*

2. Roll Call

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

3. Public Participation

None.

4. Approval of March 28, 2025, BOD Minutes

A. Essenburg moved to approve March 28, 2025, minutes, supported by S. Schwartz. *Motion carried.*

5. FY25 October 2024- September 2025 Financial Packet (complete packet on file with the minutes).

a. March 2025 Financial

G. Chipman reviewed the March financial packet, which was discussed in detail. Total revenue for March 2025 was \$474,766 compared to the budget of \$523,575. Total expenses for March were \$426,834 compared to budget of \$518, 789. 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 216 for March compared to the budget of 250.

Medicaid eligible encounters were 885 compared to the budget of 1,105. Total encounters for the month were 1,588 compared to the budget of 1,665. The total cost per encounter was \$269 compared to the budget of \$312. The cost per encounter varies due to the carriable cost 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 in detail.

M. Wright moved to approve the March 2025 financials, supported by A. Williams. *Motion carried.*

6. Quality Committee

The March 2025 Quality Committee meeting minutes were reviewed in detail. J. Troop noted the reports were included in the packet.

J. Troop discussed the Flu Vaccine Competition Oct 24- Feb 25. To date, 613 doses were administered. Compared to Oct 23- Feb 24, the numbers have doubled. Reports included in package. Collaborating Provider Quarterly Chart Review Summary, Quarterly Peer Review Summary, Collaborating Provider Review and Internal Safety/Incident Summary details were discussed by J. Troop.

J. Troop reviewed the MCHN focus measures, which are reviewed quarterly. Measures were discussed and primary target percentile discussed.

7. Personnel Committee

S. Schwartz stated the personnel committee met April 24, 2025. There were no reports, compliance issues or grievances filed during the quarter to report.

Board of Directors Annual Election

The annual election of officers for the Board of Directors was held. There was discussion regarding the nomination slate.

The slate was presented:

Chair- C. Holloman

Vice Chair- A. Williams

Treasurer- M. Wright

Secretary- S. Schwartz

M. Eckles moved to approve the slate of candidates for the officers of the Board of Directors, supported by A. Essenburg. *Motion carried.*

8. CEO

J. Troop thanked board members for electing the officers and those members accepting the positions. These elections are a part of Board Governance and ensure that we are meeting compliance with our program requirements as an FQHC. Each member plays an important role on the board and the time you invest in GCHC is very much appreciated.

GCHC is currently fully staffed. The moral committee has been hosting events for staff helping to boost morale. Easter egg hunt was held, staff attended and had a good time. There will be a Salad-bration potluck for Mother's Day.

J. Troop spoke about the current environment. HRSA has had some cuts, and there have been some noted delays in draw downs. GCHC is not affected currently. There is concern about the Medicaid funding cuts that are being discussed. J. Troop noted a call to action may be needed from the board. She will advise further as needed.

9. OSV

J. Troop noted that the annual Board elections are part of Board Governance and Board Authority Chapters 19 and 20 of the compliance manual. Remaining in compliance daily is something that we strive for, and this is one of those areas that helps maintain our compliance as an FQHC.

10. Adjourn

The meeting was adjourned at 1:28 P.M.