



**Finance Committee
Meeting Minutes**
*Friday, April 25, 2025
12:00 P.M.
Genesee Community Health Center
Zoom/In Person at CCIS*

Committee Members in Person:

Committee Members via Zoom: S. Schwartz, A. Essenburg, M. Wright

Committee Members Absent/Excused: C. Holloman (excused)

Staff Members: G. Chipman, GHS CFO, J. Troop, GCHC CEO

Staff Members via Zoom: S. Sweet, Accounting Manager

Recording Secretary: K. Hillman, Administrative Assistant

Committee Chair called meeting to order at 12:02 P.M.

1. Adoption of Agenda

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

2. Public Participation

None

3. Approval of Minutes

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

4. FY24 October 2024- September 2025 Financial Packet (complete packet on file with minutes)

a. March 2025 Financials

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 the 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 variable 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.

5. Quality Charts

a. Finance Monthly Comparison March 2024-2025

J. Troop presented and discussed the quality charts in detail for Comparison March 2024-2025. Noting the total kept appointment numbers were up in March 2025 compared to 2024 as noted by the higher number of encounters on the Productivity report. Numbers are consistent and continue to increase.

b. Finance Weekly Kept Appt by Provider March 2025

J. Troop presented and discussed the quality charts in detail for March 2025 Weekly Kept Appt by Provider. Noting the total kept appointment numbers per provider and the weeks when providers took time off.

6. Adjourn

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

Meeting adjourned at 12:21 P.M.

Respectfully submitted by Karen Hillman, A.A., Recording Secretary