



**Board of Directors**

**Meeting Minutes**

*Friday, October 31, 2025*

*1:00 P.M.*

*Genesee Community Health Center*

*Via Zoom/In Person CCIS*

**Board Members Present in Person:** Steve Schwartz, Melvin Eckles

**Board Members Present via Zoom:** Autumn Williams, Tabitha Neff, Jorain Hardman, Michael Wright, Elizabeth Rushing

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

**Staff Members via Zoom:** Lisa Shumpert, Chief Compliance Officer, Jaquan Taylor, Corporate Compliance Manager

**Excused/Absent:** Claudnyse Holloman (excused), Sandy Sweet (excused), Angie Essenburg (unexcused), Bonita Thomas (unexcused)

**Meeting called to order at 1:02 P.M. by Vice Chair, Autumn Williams**

**1. Adoption of Agenda**

A Williams asked to add Personnel/Corporate Compliance Committee to agenda. **J. Hardman moved to accept the agenda with this addition, supported by S. Schwartz. Motion carried.**

**A. Roll Call**

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

**B. Public Participation**

None.

**C. Compliance (L. Shumpert)**

L. Shumpert reviewed the Standards of Conduct policy as part of Annual Corporate Compliance/Conflict of Interest. Policy was attached in the board packet, L. Shumpert reviewed in detail. Conflict of Interest form was discussed and reviewed in detail and Board Members were asked to identify any potential conflicts, sign, and return within 30 days. L. Shumpert provided her email and phone number if anyone had questions or concerns.

**J. Hardman motioned to approve the Standards of Conduct policy, supported by M. Eckles. Motion carried.**

**D. Personnel/Corporate Compliance Committee**

S. Schwartz noted the committee meet October 30, 2025. There were no union grievances or compliance issues noted. There was a new board member application submitted for C. Morgan. This was reviewed and voted on to bring to BOD. It was also suggested that marketing create a flyer to share to recruit patients

for open board positions. Additional positions need to be filled by consumers. Current mix was still in compliance at above 51%.

**S. Schwartz moved to approve C. Morgan's BOD application for approval, supported by M. Wright. Motion carried.**

**E. Approval of September 26,2025, BOD Minutes**

**M. Wright moved to approve the September 26,2025, minutes, supported by J. Hardman.**

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

**a. September 2025 Financials**

G. Chipman reviewed the September financial packet, which was discussed in detail. Total revenue for September 2025 was \$476,989 compared to the budget of \$523,575. Total expenses for September were \$470,834 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 111 for September compared to the budget of 200. Medicaid eligible encounters were 798 compared to the budget of 1,105. Total encounters for the month were 1,539 compared to the budget of 1,665. The total cost per encounter was \$306 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.

**J. Hardman moved to approve the September 2025 financials, supported by T. Neff. Motion carried.**

**b. FY26 Budget**

G. Chipman presented the FY26 proposed budget. Differences between the FY25 and FY26 were reviewed in detail. Not all grant information was available for the Housing Department and will be brought back separately when available. Questions were answered in detail.

**S. Schwartz moved to approve the FY26 Budget, supported by M. Eckles. Motion carried.**

**G. Quality and Safety Summary**

J. Troop reviewed the September 2025 Quality Committee meeting minutes in detail. J. Troop noted that the reports were included in the packet. There was no October meeting. New hire C. Bastein's credentialing packet was completed and reviewed with no issues.

**M. Wright moved to approve the September 2025 Quality Committee minutes, supported by M. Eckles. Motion carried.**

**H. CEO Report**

J. Troop discussed updates on the HARA transition. The new name is GCHC Housing Resource Center. The budget is still in process as noted in Finance, grant information is still being worked through with City, County and MSHDA. There are three full staff. A. Schmidt was promoted from GCHC Health Coach to Housing Program Supervisor. Two were from Catholic Charities and are familiar with the program.

Overseeing is GCHC B. Nicholson. The new logo is ready, and signage will be updated along with the rest of GCHC's.

J. Troop followed up on the government shutdown, now over 30 days. GCHC has had no issues with drawing down grant dollars. SNAP benefits are said to be ending November 1, 2025, which is very disconcerting for this community. GCHC is working with community partners and providing resources available through social media.

J. Troop stated that the Strategic Planning Committee meets next week. J. Troop informed Marketing is working on creating new housing website, should be running within next month, along with several activities planned for GCHC.

**I. OSV!**

J. Troop informed that the SAC (Service Area Competition) is due November 10, 2025. As noted the last two meetings this grant application is required every three years and requires board approval for submission. All compliance requirements are met to submit.

**J. Hardman moved to approve the submission of the SAC application, supported by M. Eckles. *Motion carried.***

**J. Adjourn**

The meeting was adjourned at 2:02 P.M.

*Respectfully submitted by Karen Hillman, EA, Recording Secretary*

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