



Board of Directors
Meeting Minutes
Friday, November 21, 2025
11:00 A.M.
Genesee Community Health Center
Via Zoom/In Person CCIS

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

Board Members Present Via Zoom: Jorain Hardman, Autumn Williams, Angie Essenburg, Chia Morgan, Tabitha Neff, Elizabeth Rushing, Michal Wright

Staff Members Present: Jean Troop, GCHC CEO, Glen Chipman, GHS CFO, Karen Hillman, Executive Assistant

Staff Members Present Via Zoom: Lisa Shumpert, Chief Compliance Officer, Jaquan Taylor, Corporate Compliance Manager

Excused/Absent: Sandy Sweet (excused)

Meeting Called to order at 11:00 A.M. by Chair, Claudnyse Holloman

1. Adoption of Agenda

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

2. Roll Call

The Chair called for roll call, all present, absent, and excused noted. C. Morgan acknowledged as new board member.

3. Public Participation

None.

4. Approval of October 31, 2025, BOD Minutes

S. Schwartz moved to approve the October 31, 2025, minutes, supported by M. Eckles. *Motion carried.*

5. Compliance

L. Shumpert discussed the GCHC annual compliance report in detail. She noted twenty concerns were reported. Eighteen were emails and two were verbal. These were patient, staff and board reported. L. Shumpert provided discussion and Board member questions were answered.

6. Strategic Committee

J. Troop provided the FY24 and FY25 strategic plan updates. The report was provided via hard copy, to all board members.

J. Troop discussed the GHS/GCHC Co-applicant Agreement. Committee discussed the need for a few minor adjustments to align with the bylaws and meet current program requirements. The committee agreed to the proposed changes and a copy of the revised Co-Applicant agreement was included in the board packet. Discussion regarding the changes pursued and all questions answered.

S. Schwartz moved to approve the revised GHS/GCHC Co-applicant Agreement, supported by B. Thomas. *Motion carried.*

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

a. **October 2025 Financials**

Tabled to the December BOD meeting.

b. **FY26 Grant Budget**

G. Chipman presented the Grant Budget that was submitted with the SAC application. Due to the printing of this, it only showed Year 1, so the full budget will be brought to the Dec. meeting for additional review.

8. **Quality and Safety Summary**

No October QI meeting.

9. **CEO Evaluation**

C. Holloman advised the CEO evaluation/contract was in negotiation and should be completed shortly. Evaluation was completed by Executive Committee. She noted J. Troop's goals were accomplished, her knowledge of HRSA and OSV were strong and proficient, and the board was genuinely impressed.

10. **CEO Report**

J. Troop gave updates on GCHC Housing Resource Center. The transition was going well. The new signage will be placed soon, along with GCHC 725 Mason St (with new logo). J. Troop provided an update on the construction/addition at Center Rd, noted it was almost complete. The addition of 2,000 sq. feet includes: a new entrance, waiting room, reception area, and three dental rooms along with a provider office space and two bathrooms. Furniture for the waiting room and lunchroom have been ordered. Final inspection should be the end of the month. The position for dental hygienist and PT dentist will post soon, final details are being worked out.

J. Troop reviewed some of the marketing that has recently been done. The housing website is up and running. The link was shared to members. New flyers for Board member application and the Housing Center were created. As part of the mobile unit program, a monthly event was created, Ask-A-Nurse, and flyers were created as well for this.

11. **OSV!**

J. Troop provided updates on the SAC (Service Area Competition) grant. This needs to be completed every three years. J. Troop informed that it was submitted on time. Status on the grant submission would be around end of March or April. All program requirements were compliant. Which is part of Board Authority.

J. Troop also touched base on the Strategic Plan. This is the three-year plan the board developed in 2024. Several objectives have been accomplished, and many items are still being implemented (ex. Center Rd addition with dental to increase encounters and develop new services).

12. **Adjourn**

The meeting was adjourned at 11:38 A.M.

Respectfully submitted by Karen Hillman, EA, Recording Secretary.

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