Board of Directors
Meeting Minutes

Friday, June 26, 2026
11:00 A.M.
Genesee Community Health Center
Via Zoom/In Person CCIS

Board Members Present: Steve Schwartz, Melvin Eckles, Bonita Thomas, Elizabeth Rushing, Michael Wright

Board Members Via Zoom: Autumn Williams, Tabitha Drummond, Jorain Hardman, Angie Essenburg

Staff Members Present: Jean Troop, GCHC CEO, Glen Chipman, GHS CFO, Melissa Brown, GHS Director, Communications and Public Relations, Karen Hillman, Recording Secretary

Staff Members Via Zoom: Sandra Sweet

Excused/Absent: Claudnyse Holloman (excused)

Meeting called to order at 11:00 am by Autumn Williams

1. **Adoption of Agenda**
   S. Schwartz moved to accept the agenda and amendment, supported by B. Thomas.
   Motion carried.

2. **Roll Call**
   Autumn Williams called for roll call, all present, absent, and excused noted.

3. **Public Participation**
   None.

4. **Approval of May 29, 2026, BOD Minutes**
   Tabled until the July 31,2026 meeting, due to not in Board packet.

5. **Marketing Update**

   M. Brown reviewed the quarterly marketing report for April-June 2026. Provider slides were created to display on the Patient Point monitors. Promotion for the NHCW26

Patient Appreciation Day has started. The bus stop wrap has been completed, a photo was brought to share with board members. The bus wrap should start running in September 2026. Marketing is now focusing on the dentistry service roll out. Plans are still in effect for the Bishop Airport project. Social media has had an 8.2% increase from April-June 2026.

6. **<u>FY26 October 2026- September 2026 Financial Packet (complete packet on file with the minutes)</u>**
   a. **May 2026 Financials**

      G. Chipman reviewed the May financial packet, which was discussed in detail. Total revenue for May 2026 was $472,669 compared to the budget of $516,093. Total expenses for May were $483,452 compared to the budget of $513,613. 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 154 for May compared to the budget of 250. Medicaid eligible encounters were 766 compared to the budget of 1,105. Total encounters for the month were 1,513 compared to the budget of 1,665. The total cost per encounter was $320 compared to the budget of $308. The cost pr 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.

M. Wright moved to approve the May 2026 financials, supported by E. Rushing. *Motion carried.*

   b. **Notice of Awards (NOA)**
      J. Troop informed the HRSA NOA was ready for the grant year 05/01/26 to 04/30/27. Details regarding the amounts and funding were discussed.

M.Wright moved to accept the Notice of Awards, supported by E. Rushing. *Motion carried.*

   c. **FY26 Grant Budget**
      G. Chipman reviewed the grant budget year, attached in packet. Details and amounts were discussed, questions were answered.

E. Rushing moved to approve the FY26 Grant Budget, supported by B. Thomas. *Motion carried.*

7. **<u>Quality and Safety Summary</u>**

The May 2026 Quality Committee meeting minutes were reviewed in detail. J. Troop noted that the reports were included in the packet. The clinic surveys and Patient Satisfaction Surveys were reviewed and discussed in detail. Surveys were attached in packet. Questions were answered.

B. Thomas moved to approve the May 2026 Quality Committee minutes, supported by E. Rushing. *Motion carried.*

8. CEO Report

J. Troop reminded the Board that the National Health Center Patient Appreciation Day was August 5, 2026, and Employee Appreciation Day is August 7, 2026. The PAD will be held at 725 Mason St, blocking the entire street off for the event. The budget comes from sponsorships from multiple vendors. The board is invited to both events.

J. Troop updated on the dental services. The dental positions, dentist and hygienist, will be posted next week, there is a candidate in mind already. The dental clinic is finished and will have a ribbon cutting ceremony soon.

J. Troop informed the operations team continues to work on strategic goals.

9. OSV!

J. Troop discussed the surveys in the quality review. Reports included in the packet.

10. Adjourn

The meeting adjourned at 11:54 AM

Respectively submitted by Karen Hillman, acting as Recording Secretary.

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