Board of Directors
Meeting Minutes
Friday, October 30, 2026
11:00 A.M.
Genesee Community Health Center
Via Zoom/In Person CCIS

Board Members Present: Elizabeth Rushing, Melvin Eckles, Michael Wright, Bonita Thomas, Autumn Williams

Board Members Via Zoom: Angie Essenburg, Claudnyse Holloman

Staff Members Present: Jean Troop, GCHC CEO, Sandy Sweet, Accounting Manager, Melissa Brown, Director of Communications and Public Relations, Ashlynn Dye, Communications and Marketing Specialist, Karen Younge, Recording Secretary

Staff Members Via Zoom: Glen Chipman, GHS CFO

Excused/Absent: Jorain Hardman (excused), Tabitha Drummond (excused)

Meeting called to order at 11:01 AM by Chair, Claudnyse Holloman

1. **Adoption of Agenda/Amendment**
   M. Wright moved to accept the agenda and amendment, supported by M. Eckles. ***Motion carried.***

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

3. **Public Participation**
   None.

4. **In Memory Steven Schwartz**
   C. Holloman presented a memorandum for board member Steven Schwartz who passed away in September. She spoke of Steven's life, his achievements, and of his dedication to GCHC and the Genesee County community. Steven made a significant impact on the GCHC Board of Directors and its members, and will truly be missed. A moment of silence was observed.

5. **Marketing**

M. Brown reviewed the GCHC Board Overview Q3 report, provided in the board packet. Marketing is working on Human Resources career updates (highlighting position locations), a GCHC Brand Toolkit, and the Bishop Airport Project. Recently the MTA bus wrap was completed, and an MTA bus is out in the community on the route with 725 Mason St promoting the GCHC clinic locations and services. Social media updates were given, showing an increase in engagement.

6. **Approval of September 25, 2026, BOD Minutes**

M. Wright moved to approve September 25, 2026, minutes, supported by B. Thomas. *Motion carried.*

7. **FY26 October 2026- September 2026 Financial Packet (complete packet on file with the minutes)**

   a. **September 2026 Financials**

   S. Sweet reviewed the September financial packet, which was discussed in detail. Total revenue for September 2026 was $452,614 compared to the budget of $516,093. Total expenses for September were $432,699 compared to the budget of $513,616. 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 41 for September compared to the budget of 200. Medicaid eligible encounters were 706 compared to the budget of 1,105. Total encounters for the month were 1,305 compared to the budget of 1,665. The total cost per encounter was $332 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.

   b. **FY27 Budget**

   S. Sweet presented the FY27 Budget. Differences between the FY26 and FY27 budget were reviewed in detail. Questions were answered in detail.

E. Rushing moved to approve the September 2026 financials and FY27 Budget, supported by M. Eckles. *Motion carried.*

8. **CEO Report**

J. Troop discussed the FY26 Housing Resource Center report included in packet. Monthly numbers were reviewed, questions were answered

J. Troop updated the board on the dental clinic. Part-time dentist was hired, starting in November. The dentist has experience in starting up an FQHC dental clinic, will work on creating procedures/policies, and will be involved in hiring staff. Should start seeing patients in January and will have opening ceremony around March. The BH supervisor has also been hired and will be starting November 9th.

J. Troop informed that GCHC held a mobile mammography event October 28, 2026, in the 725 Mason St parking lot and was able to provide mammograms to 8 patients that may previously have had barriers to this service. GCHC will be hosting more events in the future.

J. Troop advised that HRSA NCC report was in process and would be ready for submission by the due date of November 20, 2026. The information was reviewed and questions answered.

E. Rushing moved to approve the submission of FY27 HRSA Grant, supported by M. Eckles. ***Motion carried.***

9. <u>OSV!</u>

J. Troop discussed Chapter 19 from the HRSA program requirement manual, pertaining to the program budget. This must be approved under board authority and was voted on in today's meeting. J. Troop informed The Strategic Plan was also presented for review and goals and objectives updated to reflect status.

Board members requested an acronym list. J. Troop will provide at next meeting.

10. <u>Adjourn</u>

The meeting adjourned at 12:11 PM

Respectively submitted by Karen Younge, acting as Recording Secretary.

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