

CONFIDENTIAL MINUTES

ZOOM MEETING



Community Health Services, Inc.
500 Albany Avenue
Hartford, CT 06120-2599
Phone (860) 249-9625
FAX (860) 808-1540

DATE: February 23, 2023

PRESENT: Randy P. McKenney, Carlos Rosario, Rebecca Addai, Judith Burchell, Nettie Roberts, Tiffany Pak and Robert Michalik

STAFF: Greg Stanton and Dianna Kulmacz

ABSENT: Raicheen Blanks and Lillard Lewis

TOPIC	DISCUSSION	ACTION
A. CALL TO ORDER Randy McKenney	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Mr. McKenney called the meeting to order at 6:06 p.m.
B. Consent Agenda Items 1) Approval of January 26, 2023, Minutes 2) Chief Executive Officer's Report	<ul style="list-style-type: none"> • Minutes – January 26, 2023 • CEO Report – February 23, 2023 	<ul style="list-style-type: none"> • MOTION by Mr. Rosario seconded by Ms. Pak and approved by unanimous vote of the board to accept the Consent Agenda.
C. COMMITTEE REPORTS		
1) Finance Committee (Ms. Blanks) a) January 2023 Financial Statements	<ul style="list-style-type: none"> • Ms. Kulmacz presented the highlights of the January 2023 financial statements: <ul style="list-style-type: none"> – Cash on hand = \$6,758,878 in cash, which is a decrease of (\$421k) from December 2022. The decrease in cash is primarily related to lower than average monthly receipts related to grant dollars and patient revenue. – Cash on hands days – 119 days as of January 31, 2023; 7 days less than the prior month. – Net Patient Fee Revenue totaled \$81,430 which is (12%) lower than budget and (11%) lower than the same month last year. Patient visits are (3%) lower than budget for the month and (13%) lower compared to the same month last year. – The average net patient fee per visit was \$115.96; \$8.93 lower than December. 2023 is beginning with a 2% higher total of self-pay patients with a corresponding decrease in commercial 	<ul style="list-style-type: none"> • MOTION by Ms. Burchell seconded by Ms. Addai and approved by unanimous vote of the board to accept the January 2023 Financial Statements.

TOPIC	DISCUSSION	ACTION
	<p>payers.</p> <ul style="list-style-type: none"> - Total Operating Revenue for the month of January = \$1,486,649 and is lower than budget by (13%) as well as (42%) lower compared to the same month in the prior year. Patient revenue was (\$114k) lower than budget for the month, grant revenue was lower than budget for the month by (\$8k) and pharmacy revenue was behind budget by (\$102k). - Total Operating Expense for the month of January was \$1,588,800 which was under budget by (\$84k). - CHS generated an operating deficit for the month of January of (\$102,150) compared to a projected surplus of \$37,165. 	<ul style="list-style-type: none"> • Included in the motion above.
b) Floating Holiday Policy	<ul style="list-style-type: none"> • Ms. Kulmacz reviewed the policy regarding the new Floating Holiday policy. 	<ul style="list-style-type: none"> • MOTION by Ms. Pak seconded by Mr. Michalik and approved by unanimous vote of the board to accept the Floating Holiday Policy.
2) Quality, Safety & Risk Management Committee (Carlos Rosario) a) Acting CMO Credentialing Report	<ul style="list-style-type: none"> • Ms. Hirth reported the following on behalf of Dr. Orett Brown: <ul style="list-style-type: none"> - Credentialing <ul style="list-style-type: none"> ➢ Sheryl Estrom, Per Diem Nurse, Quality - Re-Credentialing <ul style="list-style-type: none"> ➢ Cynthia Ellis, Clinical Director, Women's Health 	<ul style="list-style-type: none"> • Informational.
b) Chaperone Policy	<ul style="list-style-type: none"> • Ms. Hirth reviewed the Chaperone Policy, 	<ul style="list-style-type: none"> • MOTION by Ms. Burchell seconded by Mr. Rosario and approved by unanimous vote of the board to accept the Chaperone Policy.
c) Quality Risk, Safety, Risk Management Annual Review	<ul style="list-style-type: none"> • Ms. Hirth gave a review of the Quality Risk, Safety, Risk Management Annual Review. 	<ul style="list-style-type: none"> • MOTION by Mr. Rosario seconded by Ms. Pak and approved by unanimous vote of the board to accept the Quality Risk, Safety, Risk Management Annual Review.
d) Q4 2022 Patient Satisfaction Survey	<ul style="list-style-type: none"> • Ms. Hirth provided a brief summary of the Q4 results. She was happy to share that this was the best year over the past ten years. 	<ul style="list-style-type: none"> • Informational.
e) QAPIC Minutes	<ul style="list-style-type: none"> • January 17, 2023 	<ul style="list-style-type: none"> • Informational.
3) Executive Committee (Randy McKenney)	<ul style="list-style-type: none"> • Did not meet. 	<ul style="list-style-type: none"> • Informational.

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4) Standing Committees a) Fund Development (Randy McKenney)	<ul style="list-style-type: none"> • Did not meet. 	<ul style="list-style-type: none"> • Informational.
b) Governance Committee (Judith Burchell)	<ul style="list-style-type: none"> • Did not meet. 	<ul style="list-style-type: none"> • Informational.
c) Strategic Planning (Randy McKenney)	<ul style="list-style-type: none"> • Did not meet. 	<ul style="list-style-type: none"> • Informational.
d) Advocacy (Robert Michalik)	<ul style="list-style-type: none"> • Did not meet. 	<ul style="list-style-type: none"> • Informational.
e) Compliance (Executive Committee)	<ul style="list-style-type: none"> • Did not meet. 	<ul style="list-style-type: none"> • Informational.
D. Chair's Report 1) 2022 4 th Quarter KPIs	<ul style="list-style-type: none"> • Mr. Stanton reviewed the results based on the key indicators identified at the beginning of the year. Will continue discussions over the next few months as they are related to the CEO performance evaluation. • Mr. Stanton stated that per contract, the board's evaluation of the CEO should begin within 90 days of the close of the fiscal year. He asks that the walkthrough of the results of the 2022 priority initiatives and introducing some of the 2023 priority initiatives indicate the beginning of the CEO performance review for 2022. 	<ul style="list-style-type: none"> • Will be included in the board at packet next month.
2) 2023 Draft Priority Initiative	<ul style="list-style-type: none"> • Mr. Stanton gave a high level overview of the 2023 Draft Priority Initiatives. 	<ul style="list-style-type: none"> • Informational.
E. Other	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Informational.
F. DATE/TIME OF NEXT MEETING	<ul style="list-style-type: none"> • Thursday March 23, 2023 	<ul style="list-style-type: none"> • Informational.
G. ADJOURNMENT		<ul style="list-style-type: none"> • MOTION by Mr. Rosario seconded by Ms. Addai and approved by unanimous vote of the board to adjourn the meeting at 6:57 p.m.



Secretary, Board of Directors

6/17/23
Date