

CONFIDENTIAL MINUTES

ZOOM MEETING



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

DATE: June 23, 2022

PRESENT: Randy P. McKenney, Raicheen Blanks, Rosemary Tate, Lillard Lewis, Tiffany Pak and Carlos Rosario

STAFF: Greg Stanton, Dianna Kulmacz and Susan Hirth

ABSENT: Judith Burchell, Rebecca Addai and Robert Michalik

TOPIC	DISCUSSION	ACTION
A. CALL TO ORDER Randy McKenney		<ul style="list-style-type: none"> • Mr. McKenney called the meeting to order at 6:03 p.m.
B. Consent Agenda Items 1) Approval of May 26, 2022, Minutes 2) Chief Executive Officer's Report	<ul style="list-style-type: none"> • Minutes – May 26, 2022 • CEO Report – June 23, 2022 	<ul style="list-style-type: none"> • MOTION by Ms. Blanks seconded by Ms. Tate and approved by unanimous vote of the board to accept the Consent Agenda.
C. COMMITTEE REPORTS		
1) Finance Committee (Ms. Blanks) a) May 2022 Financial Statements	<ul style="list-style-type: none"> • Ms. Kulmacz presented the highlights of the May 2022 financial statements: <ul style="list-style-type: none"> – Cash on hand = \$7,227,799 in cash, which is a decrease of \$194k from April 2022. The decrease in cash is attributable to a combination of lower than usual patient cash received and higher than normal monthly disbursements. – Cash on hands days – 134 days as of April 30, 2022; increasing by 7 days as compared to the prior month. – Net Patient Fee Revenue totaled \$926,496 which is (13%) lower than budget and 6% higher than the same month last year. Patient visits are (10%) lower than budget for the month and 5% higher compared to the same month last year. – The average net patient fee per visit was \$127.09; \$4.02 lower than April. Year to date, the average net patient fee per visit is 	<ul style="list-style-type: none"> • MOTION by Ms. Blanks seconded by Ms. Tate and approved by unanimous vote of the board to accept the May 2022 Financial Statements.

TOPIC	DISCUSSION	ACTION
	<p>\$130.87</p> <ul style="list-style-type: none"> - Total Operating Revenue for the month of May = \$1,810,229 and is lower than budget by (4%) as well as 16% higher compared to the same month in the prior year. Patient revenue was (\$134k) lower than budget for the month, grant revenue was higher than budget for the month by \$37k and pharmacy revenue was ahead budget by \$18k. - Total Operating Expense for May was \$1,699,310 which was under budget by (\$117k). - CHS generated an operating surplus for the month of May of \$111k compared to a projected surplus of \$74k. YTD CHS is running a surplus of \$2,455,700 versus a budgeted surplus of \$351,297. 	<ul style="list-style-type: none"> • Included in the motion above.
<p>2) Quality, Safety & Risk Management Committee (Carlos Rosario) a) Acting CMO Credentialing Report</p>	<ul style="list-style-type: none"> • Ms. Hirth reported the following: <ul style="list-style-type: none"> - Credentialing <ul style="list-style-type: none"> ➢ Ana (Karina) Torres Cervantes, LMSW Behavioral Health - Re-Credentialing <ul style="list-style-type: none"> ➢ Laura Miller, APRN, Pediatrics 	<ul style="list-style-type: none"> • Informational.
<p>b) Patient Identification Policy – “Do The -2”</p>	<ul style="list-style-type: none"> • Ms. Hirth gave an overview of the new policy. 	<ul style="list-style-type: none"> • MOTION by Ms. Tate seconded by Mr. Rosario and approved by unanimous vote of the board to accept the Patient Identification Policy – “Do-The-2”.
<p>3) Executive Committee (Randy McKenney)</p>	<ul style="list-style-type: none"> • Did not meet. 	<ul style="list-style-type: none"> • Informational.
<p>4) Standing Committees a) Fund Development (Randy McKenney)</p>	<ul style="list-style-type: none"> • Did not meet. 	<ul style="list-style-type: none"> • Informational.
<p>b) Governance Committee (Judith Burchell)</p>	<ul style="list-style-type: none"> • On behalf of the Governance Committee, Mr. Stanton provided a brief overview of the board candidate’s characteristics. Ms. Tate also gave positive comments regarding the interview. 	<ul style="list-style-type: none"> • MOTION by Ms. Tate seconded by Ms. Blanks and approved by unanimous vote of the board to accept Ms. Nettie Roberts to a 3 year term as a consumer on the Board of Directors.

TOPIC	DISCUSSION	ACTION
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 (a) CEO Succession Plan	<ul style="list-style-type: none"> Mr. Stanton presented the CEO Succession Plan for review. 	<ul style="list-style-type: none"> MOTION by Mr. McKenney seconded by Ms. Tate and approved by unanimous vote of the board to accept the CEO Succession Plan.
b) 30 Minute Training - FTCA	<ul style="list-style-type: none"> Mr. Stanton reviewed the PAL 2022-1 (Program Assistance Letter) which is issued to give guidance addressing the process and requirements for submitting the FTCA annual application. CHS' application was submitted today ahead of the July 8, 2022 deadline. 	<ul style="list-style-type: none"> Informational.
E. Other	<ul style="list-style-type: none"> 	
G. DATE/TIME OF NEXT MEETING	<ul style="list-style-type: none"> Thursday June 23, 2022 	<ul style="list-style-type: none"> Informational.
D. ADJOURNMENT	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Mr. McKenney asked to recess the regular board meeting and convened into the annual meeting at 6:40 p.m. Mr. McKenney reconvened the regular board meeting at 6:46. MOTION by Mr. McKenney, seconded by Mr. Lewis to adjourn the June board meeting 6:46.


Secretary, Board of Directors

10/27/2022
Date