

CONFIDENTIAL MINUTES MEETING



"Community Health Service .

..
caring for our families
into the 21st century"

Community Health Services, Inc.
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DATE: October 27, 2022

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

On Line: Lillard Lewis, Raicheen Blanks, Robert Michalik and Rebecca Addai

STAFF: Greg Stanton, Susan Hirth and Dianna Kulmacz

ABSENT:

TOPIC	DISCUSSION	ACTION
A. CALL TO ORDER Randy McKenney	•	• Mr. McKenney called the meeting to order at 6:08 p.m.
B. Consent Agenda Items 1) Approval of September 22, 2022, Minutes 2) Chief Executive Officer's Report	<ul style="list-style-type: none"> • Minutes – September 22, 2022 • CEO Report – October 27, 2022 	• MOTION by Mr. Rosario seconded by Mr. Michalik and approved by unanimous vote of the board to accept the Consent Agenda.
C. COMMITTEE REPORTS		
1) Finance Committee (Ms. Blanks) a) September 2022 Financial Statements	<ul style="list-style-type: none"> • Ms. Kulmacz presented the highlights of the September 2022 financial statements: <ul style="list-style-type: none"> – Cash on hand = \$7,231,697 on cash, which is an increase of \$36k from August 2022. The increase in cash is primarily related to a slightly higher than average amount of patient cash collections. – Cash on hands days – 128 days as of September 30, 2022; an increase of one day from the prior month. – Net Patient Fee Revenue totaled \$903,903 which is (16%) lower than budget and (16%) lower than the same month last year. Patient visits are (14%) lower than budget for the month and (12%) lower compared to the same month last year. – The average net patient fee per visit was \$128.85; \$14.38 higher than August. Year to date, the net patient fee per visit is \$128.68. – Total Operating Revenue for the month of September = 	• MOTION by Mr. Rosario seconded by Mr. Lewis and approved by unanimous vote of the board to accept the September 2022 Financial Statements.

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	<p>\$1,667,258 and is lower than budget by (12%) as well as (14%) lower compared to the same month in the prior year. Patient revenue was (\$168k) lower than budget for the month, grant revenue was lower than budget for the month by (\$62k) and pharmacy revenue was behind budget by (\$7k).</p> <ul style="list-style-type: none"> - Total Operating Expense for September was \$1,552,808 which was under budget by (\$208k). - CHS generated an operating surplus for the month of September of \$114,450k compared to a projected surplus of \$143,307. YTD CHS is running a surplus of \$2,583,577 versus a budgeted surplus of \$915,375. 	<ul style="list-style-type: none"> • Included in the motion above.
<p>b) Office of Policy Management Annual Approval of Auditor</p>	<ul style="list-style-type: none"> • Ms. Kulmacz recommended reappointing Cohn Resnick as CHS' Auditors for 2022 and to file the Annual Notification with the Office of Policy Management. 	<ul style="list-style-type: none"> • MOTION by Mr. Michalik seconded by Mr. Rosario and approved by unanimous vote of the board to accept the recommendation to reappoint Cohn Resnick as CHS' Auditors for 2022 and to file the Office of Policy Management Annual Approval of Auditor.
<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 on behalf of Dr. Orett Brown: <ul style="list-style-type: none"> - Credentialing <ul style="list-style-type: none"> ➢ Elmedina Redzepagic, Pedi RN ➢ Barbara Savoie, Per Diem RN - Re-credentialia/re-appointed employees: <ul style="list-style-type: none"> ➢ Dr. Barbara Dune, Adult Medicine, Optometrist ➢ Dr. Aliya Shamsi, Staff Pediatrician in Adolescent and Pediatrics ➢ Janet Mule, Women's Health APRN ➢ Karen Shakes-Jones, Women's Health Nurse Manager, RN 	<ul style="list-style-type: none"> • Informational.
<p>b) Policy for Consent for Minors</p>	<ul style="list-style-type: none"> • Ms. Hirth reviewed the Policy for Consent for Minors which provides for parents or guardians to give permission for their minor child to either come in for services with another adult or if a teenager by themselves. 	<ul style="list-style-type: none"> • MOTION by Mr. Lewis seconded by Ms. Pak and approved by unanimous vote of the board to accept the Policy for Consent for Minors.

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c) Q3 2022 Patient Satisfaction Survey	<ul style="list-style-type: none"> Ms. Hirth reviewed the Q3 2022 Patient Satisfaction Survey results. After some discussion, Mr. Stanton stated that regardless of the annual context, patient wait time, the pharmacy and provider wait time have been durable problems for CHS. Management will review the appointment access detail report at the next board meeting to review patient expectations. 	<ul style="list-style-type: none"> Informational.
3) Executive Committee (Randy McKenney)	<ul style="list-style-type: none"> October 18, 2022 minutes. Mr. Stanton gave a brief overview of the documentation included for discussion for the CEO performance evaluation. Discussion ensued regarding the board possibly researching a better evaluation tool for the CEO performance review. 	<ul style="list-style-type: none"> Informational.
4) Standing Committees	<ul style="list-style-type: none"> Did not meet. 	<ul style="list-style-type: none"> Informational.
a) Fund Development (Randy McKenney)		
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	<ul style="list-style-type: none"> Mr. Stanton reviewed the Code Lockdown: Site Emergency Lockdown policy. 	<ul style="list-style-type: none"> MOTION by Mr. Rosario seconded by Ms. Pak and approved by unanimous vote of the board to accept Code Lockdown: Site Emergency Lockdown
1) Code Lockdown: Site Emergency Lockdown		<ul style="list-style-type: none"> Decision
E. Executive Session	<ul style="list-style-type: none"> Finalize CEO Performance Evaluation FY 12/31/2021 	<ul style="list-style-type: none"> Informational.
F. Other	<ul style="list-style-type: none"> Ms. Lawrence informed the board that the electronic version of the Standard of Conduct/Conflict of Interest statements would be forwarded via Hello Sign on Friday. She also informed them that 	<ul style="list-style-type: none"> Informational.

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	the form had not changed since last year, therefore looking for a quick turnaround in responding from the board.	<ul style="list-style-type: none"> • Informational.
G. DATE/TIME OF NEXT MEETING	<ul style="list-style-type: none"> • Thursday November 17, 2022 	<ul style="list-style-type: none"> • Informational.
D. ADJOURNMENT	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • The Board meeting was convened at 7:06 p.m. to begin Executive Board meeting. • The Board Meeting reconvened from Executive Session at 7:55 p.m. • The Board Meeting adjourned at 7:58 p.m.



Secretary, Board of Directors

6/7/27

Date