

CONFIDENTIAL MINUTES

ZOOM MEETING



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

DATE: November 17, 2022

PRESENT: Randy P. McKenney, Nettie Roberts, Tiffany Pak, Carlos Rosario, Lillard Lewis, Robert Michalik

STAFF: Greg Stanton, Susan Hirth and Dianna Kulmacz

ABSENT: Rebecca Addai, Judith Burchell and Raicheen Blanks

| TOPIC | DISCUSSION | ACTION |
|---|--|---|
| A. CALL TO ORDER Randy McKenney | • | • Mr. McKenney called the meeting to order at 6:05 p.m. |
| B. Consent Agenda Items 1) Approval of October 27, 2022, Minutes 2) Chief Executive Officer's Report | <ul style="list-style-type: none"> Minutes – October 27, 2022 CEO Report – November 17, 2022 | • MOTION by Mr. Lewis seconded by Mr. Rosario and approved by unanimous vote of the board to accept the Consent Agenda. |
| C. COMMITTEE REPORTS | | |
| 1) Finance Committee (Ms. Blanks) a) October 2022 Financial Statements | <ul style="list-style-type: none"> Ms. Kulmacz presented the highlights of the October 2022 financial statements: <ul style="list-style-type: none"> Cash on hand = \$7,341,332 on cash, which is an increase of \$110k from September 2022. The increase in cash is primarily related to lower than average monthly disbursements. Cash on hands days – 130 days as of October 1, 2022; an increase of two days from the prior month. Net Patient Fee Revenue totaled \$868,752 which is (19%) lower than budget and (19%) lower than the same month last year. Patient visits are (12%) lower than budget for the month and (6%) lower compared to the same month last year. The average net patient fee per visit was \$120.93; (\$7.92) lower than September. Year to date, the net patient fee per visit is \$127.88. Total Operating Revenue for the month of October = \$1,535.556 | <ul style="list-style-type: none"> MOTION by Mr. Michalik seconded by Mr. Lewis and approved by unanimous vote of the board to accept the October 2022 Financial Statements. Included in the motion above. |

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| | <p>and is lower than budget by (19%) as well as (32%) lower compared to the same month in the prior year. Patient revenue was (\$203k) lower than budget for the month, grant revenue was lower than budget for the month by (\$121k) and pharmacy revenue was behind budget by (\$45k).</p> <ul style="list-style-type: none"> - Total Operating Expense for October was \$1,539,604 which was under budget by (\$289k). - CHS generated an operating deficit for the month of October of (\$4,048) compared to a projected surplus of \$75,537. YTD CHS is running a surplus of \$2,579,529 versus a budgeted surplus of \$990,912. | |
| <p>2) Quality, Safety & Risk Management Committee (Carlos Rosario)</p> <p>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"> ➢ Raxine Campbell, APRN, Adult Medicine - Re-credentialia/re-appointed employees <ul style="list-style-type: none"> ➢ Rushickah Brooks, APRN, Adult Medicine | <ul style="list-style-type: none"> • Informational. |
| <p>b) Responding to Life Threatening Emergencies Policy</p> | <ul style="list-style-type: none"> • Ms. Hirth reviewed the updates to the Responding to Life Threatening Emergencies Policy. | <ul style="list-style-type: none"> • MOTION by Mr. Lewis seconded by Mr. Michalik and approved by unanimous vote of the board to accept the Responding to Life Threatening Emergencies Policy. |
| <p>c) Appointment Access Report</p> | <ul style="list-style-type: none"> • Ms. Hirth gave a brief overview of the Appointment Access Report. | <ul style="list-style-type: none"> • Informational. |
| <p>d) QAPIC Minutes</p> | <ul style="list-style-type: none"> • August 19, 2022 | <ul style="list-style-type: none"> • Informational. |
| <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</p> <p>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"> • Did not meet. | <ul style="list-style-type: none"> • Informational. |
| <p>c) Strategic Planning (Randy McKenney)</p> | <ul style="list-style-type: none"> • Did not meet. | <ul style="list-style-type: none"> • Informational. |

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| 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"> | <ul style="list-style-type: none"> Informational. |
| E. Other | <ul style="list-style-type: none"> Mr. McKenney spoke about the previous discussion regarding the CEO evaluation process. He stated that some directors felt they wanted to look at how the process worked and how it might be changed or adjusted. He believed this could perhaps be addressed in one of the sub committees to at least begin the review process and develop a way to properly evaluate it. Mr. Stanton stated this effort would fall under the duties of the Executive Committee. | <ul style="list-style-type: none"> Mr. McKenney suggested that the Executive Committee might meet in January to begin discussions. |
| F. DATE/TIME OF NEXT MEETING | <ul style="list-style-type: none"> Thursday December 22, 2022 | <ul style="list-style-type: none"> Informational. |
| G. ADJOURNMENT | <ul style="list-style-type: none"> | <ul style="list-style-type: none"> MOTION by Mr. Rosario seconded by Ms. Pak and approved by unanimous vote of the board to adjourn the meeting at 6:33 p.m. |



Secretary, Board of Directors

6/7/23

Date