

CONFIDENTIAL MINUTES

ZOOM MEETING



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

DATE: December 22, 2022

PRESENT: Randy P. McKenney, Nettie Roberts, Tiffany Pak, Carlos Rosario, Lillard Lewis, Robert Michalik, Judith Burchell and Raicheen Blanks

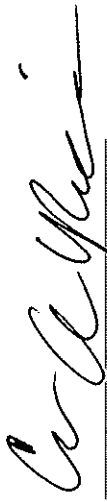
STAFF: Greg Stanton, Susan Hirth and Dianna Kulmacz


ABSENT: Rebecca Addai

| 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 6:03 p.m. |
| B. Consent Agenda Items 1) Approval of November 17, 2022, Minutes 2) Chief Executive Officer's Report | <ul style="list-style-type: none"> • Minutes – November 17, 2022 • CEO Report – December 22, 2022 | <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 Consent Agenda. |
| C. COMMITTEE REPORTS | | |
| 1) Finance Committee (Ms. Blanks) a) November 2022 Financial Statements | <ul style="list-style-type: none"> • Ms. Kulmacz presented the highlights of the November 2022 financial statements: <ul style="list-style-type: none"> – Cash on hand = \$7,156,081 on cash, which is a decrease of \$185k from October 2022. The decrease in cash is primarily related to lower than average monthly patient receipts. – Cash on hands days – 126 days as of November 30, 2022; a decrease of four days from the prior month. – Net Patient Fee Revenue totaled \$893,648 which is (11%) lower than budget and (3%) 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 \$123.59; \$2.66 higher than October. Year to date, the net patient fee per visit is \$129.34. – Total Operating Revenue for the month of November = \$1,558,831 and is lower than budget by (15%) as well as (8%) lower | <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 November 2022 Financial Statements. |

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| | <p>compared to the same month in the prior year. Patient revenue was (\$109k) lower than budget for the month, grant revenue was lower than budget for the month by (\$78k) and pharmacy revenue was behind budget by (\$88k).</p> <ul style="list-style-type: none"> - Total Operating Expense for November was \$1,640,607 which was under budget by (\$103k). - CHS generated an operating deficit for the month of November of (\$81,776) compared to a projected surplus of \$90,117. YTD CHS is running a surplus of \$2,497,753 versus a budgeted surplus of \$1,081,029. | <ul style="list-style-type: none"> • Included in the motion above. |
| b) FY 2023 Budget | <ul style="list-style-type: none"> • Ms. Kulmacz reviewed the FY 2023 Budget. | <ul style="list-style-type: none"> • MOTION by Ms. Burchell seconded by Ms. Blanks and approved by unanimous vote of the board to accept the FY 2023 Budget. |
| 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"> - Re-credentialing <ul style="list-style-type: none"> ➤ Cheryl Simons, APRN, Adult Medicine | <ul style="list-style-type: none"> • Informational. |
| b) Emergency Management Plan | <ul style="list-style-type: none"> • Ms. Hirth reviewed the updates to the Emergency Management Plan. | <ul style="list-style-type: none"> • MOTION by Ms. Blanks seconded by Mr. Michalik and approved by unanimous vote of the board to accept the Emergency Management Plan. |
| c) OPPE Peer Review | <ul style="list-style-type: none"> • Ms. Hirth gave a brief overview of the Q3 2022 OPPE\ Peer Review results. | <ul style="list-style-type: none"> • MOTION by Ms. Burchell seconded by Ms. Blanks and approved by unanimous vote of the board to accept the OPPE Peer Review. |
| d) QAPIC Minutes | <ul style="list-style-type: none"> • November 17, 2022 | <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. |
| 4) Standing Committees a) Fund Development (Randy McKenney) | <ul style="list-style-type: none"> • Did not meet. | <ul style="list-style-type: none"> • Informational. |

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| 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 - 30 Minute Risk Management Training – Medical Errors, Patient Safety, and Risk Management – Michael Gervasi, DO, 2019 | <ul style="list-style-type: none"> Mr. Stanton a brief high level presentation/training on Risk Management with a review of the presentation “The Trifecta: Medical Errors, Patient Safety, and Risk Management, by Dr. Michael Gervasi, DO. | <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 January 26, 2023 | <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 Mr. Lewis and approved by unanimous vote of the board to adjourn the meeting at 7:08 p.m. |


 Secretary, Board of Directors


 Date