



Board of Directors Meeting
Wednesday, August 28, 2024, 11:00 am
Virtual via GoToMeeting

AGENDA

Roll Call	Action Needed	Attachment
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CALL TO ORDER

APPROVAL OF JULY MINUTES

	✓	✓
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President and CEO Report

Board Meeting Survey
National Health Center Week Recap

PROGRAM / QI COMMITTEE

Policy Injectable Buprenorphine HRSA New Access	✓	✓
Points (NAP) Application (with Finance)	✓	✓

FINANCE

Financials	✓	✓
Investment Report	✓	✓
Sale of Garage Approval	✓	✓
GBS Procurement	✓	✓
Carpet Procurement	✓	✓
HRSA American Rescue Plan Health	✓	✓
No-cost Extension		
HRSA New Access Points (NAP) Application (with Program)	✓	✓

HUMAN RESOURCES COMMITTEE

New Privileging: Jackie Lavender, SUD Therapist	✓	
Re- Privileging Rebekah West, Therapist Allison McGue, Therapist Talea Foster, Nurse Practitioner	✓	

GOOD THINGS

The Navigator program has been extended for 5 years.

Executive Session

Adjournment

*denotes emailed later



**Board of Directors
Meeting Minutes
July 24, 2024, 11:00 AM
Virtual GoToMeeting**

Members Present:

Rev. Tony Burns, Chairperson
Angela Fry, VP
Steve Sielschott, Secretary
Kori Manus, Treasurer
Tom Shanahan
Sarah Lenkay
Dianne Fidelibus
Pat Halaiko

Members Excused:

Art DeLeon
Kate Hamilton
Eileen Goodman

Absent:

Dave Lane, Immediate
Past Chair

SE Staff:

Bill Lee, President and CEO
Wendy Williams, Chief Operating Officer
Rebecca Carr, CFO
Loraine Maguire, VP of Healthcare
Kim Cooksey, Clinical Director, SPMI
Services
Dr. Hasan, Chief Medical Officer
Sandy Stephenson, Project Director of
CMHC
April Welch, Executive Assistant

Call to Order: Tony Burns called the meeting to order at 11:00am and a quorum was confirmed.

Approval of Board Minutes – Tom Shanahan moved to approve the June board minutes, and Dianne Fidelibus seconded. Motion approved.

President and CEO Report -

Introduction of Loraine Maguire VP of Healthcare

Bill Lee introduced Southeast's new Vice President of Healthcare Loraine Maguire.

Strategic Plan Update

Bill Lee stated that Phil Cass has been hired as our Strategic Planning Consultant. Phil will be meeting with Executive Staff and Board Members. Meetings will be an hour long and will take place in person or via ZOOM. April will be reaching out to schedule. April will also be sending a Survey Monkey with suggestions for new Board Meeting dates and time.

Board Education; OBHPN

Sandy Stephenson provided an overview and next steps for OBHPN. OBHPN is the Ohio Behavioral Health Provider Network founded in 2017. The purpose of OBHPN is to help prepare Behavioral Health organizations being carved into Managed Care. OBHPN is a network of 27 Behavioral Health providers serving more than 250,000 Ohioans yearly.

Program Committee

Angela Fry yielded the floor to Wendy Williams to present the 2023 UDS Review, HRSA Service Area Zip Code Analysis SFY 2024, the Patient Satisfaction Survey, and gave an update on the HRSA FY2025 Expanded Hours Funding and the Capital Crossroads Contract. Angela Fry reviewed the Infection Prevention Control Plan and Goals.

2023 UDS Review

The UDS (Uniform Data System) collects standardized information about performance of FQHC's and is submitted annually. All out patient sites were included except Morrow County and include behavioral health services. There is an overall increase in visits and patients due to newly added sites in 2022 and 2023. The added sites provide behavioral services. We have seen a decrease in the number of primary care patients. Also, in 2023 clinical measures have been expanded to include individuals who only receive behavioral health services. This is negatively impacting our scores for patient that do not receive primary care with Southeast. An important focus of the UDS is core Clinical Measures. Southeast compares our Clinical Measures to other state and national FQHC scores. Diabetes and Hypertension will also continue to be a focus from a health equity standpoint, education for employees regarding documentation and coding will continue as well.

Motion

Angela Fry moved the Southeast Board to accept the results of the 2023 UDS Report. Kori Manus seconded. Motion approved.

HRSA Service Area Zip Code Analysis SFY 2024

Each year HRSA recommends conducting a Zip Code analysis along with the UDS. Southeast completes a service area zip code analysis based on the previous year's submitted UDS report data.

These zip codes are also compared to Southeast's service area, as indicated on the HRSA Form 5b: Service Sites. The overall increase in the number of patients from 2021 to 2022 was 22%, and the majority of zip codes did experience an increase due to the addition of more sites and behavioral health services. In the 2023 UDS report, the total number of patients increased by another 7% over 2022.

There may be an update to the Zip Code Analysis at the end of the year when the Service Area Application is submitted.

Motion

Angela Fry moved the Southeast Healthcare Board of Directors to approve the service area and zip codes included on Form 5B.

Patient Satisfaction Survey

Southeast surveys our patient population on an annual basis. Southeast collected 1,558 surveys in quarter 1 of the calendar year 2024. The goal was to survey at least 10% of the patient population; Southeast hit that 10% goal. This year the survey was conducted via Survey Monkey to keep the survey anonymous. Overall, results were very similar to FY23 and previous years. Responses were overwhelmingly positive, and all averages were well above 4 out of 5 indicating generally high satisfaction among those served by Southeast.

Motion

Angela Fry moved that the Southeast Board to accept the results of the Patient Satisfaction Survey with the recommendation to continue work to address and evaluate disparities in satisfaction between groups. Tom Shanahan seconded. Motion approved.

Infection Prevention Control Plan and Goals

Due to HRSA and Joint Commission requirements the Infection Prevention Control Plan and Goals must be reviewed and approved by the board annually. There was a major re-write to the 2024 Infection Prevention Control Plan and Goals as noted by track changes. The Quality Council has reviewed the plan and goals and recommends approval.

Motion:

Angela Fry moved that the Southeast Board has reviewed and accepts the Southeast Healthcare Infection Prevention Control Plan and SFY 2025 goals. Dianne Fidelibus seconded. Motion approved.

HRSA FY2025 Expanded Hours Funding Update

The Expanded Hours Funding Grant was approved at the June 2024 Board meeting. Southeast will submit the grant application on July 24th, 2024. It was decided to add evening and weekend hours to St. Clairsville and Cadiz locations. 16 West Long St. will be adding evening hours as well and potentially could be adding Saturdays.

FYI Capital Crossroads Contract

Capital Crossroads will pay a portion of the salary for a Court Liaison in Franklin County.

Finance Committee

Rebecca Carr presented the Procurement Summary; HR/Payroll System.

Procurement Summary; HR/Payroll System (with HR)

Rebecca Carr presented the Procurement Summary for the Payroll/HR system UKG. Our current payroll carrier Ascentis was bought out by UKG and the product is being discontinued.

Motion:

Kori Manus moved to The Southeast Board approve the selection of UKG for Payroll and HR services. Pat Halaiko seconded. Motion approved.

Human Resources Committee

Pat Halaiko presented Privileging.

New Privileging

Dr. Taylor King, Psychiatrist
Vericia Miller, Therapist
Loraine Maguire, VP of Healthcare
Kathryn Haden, Therapist

Re-Privileging

Emily Boyd, Family Nurse Practitioner
Loretta Mullen, Therapist

Motion

Pat Halaiko moved to approve the privileging and re-privileging of staff. Sarah Lenkay seconded. Motion approved.

Good Things

The Annual Staff Picnic is August 16th and will be held at Camp Mary Orton.

Adjournment – Tony Burns moved to adjourn the meeting.

Board Minutes submitted by April Welch, executive assistant for Steve Sielschott, Secretary.

Steve Sielschott, Secretary

National Health Center Week



Summary of Southeast Healthcare Policy Statements for Program/QI Committee Review August 2024

New policies and changes to policy statements address requirements of regulatory organizations, The Joint Commission and or HRSA standards and a reorganization of contents for increased clarity for the end user. The **Revised and new policy statements** and **Retired policies** are the action items for consideration.

	Policy for Board Review	Original SE Document Title	Southeast Doc. Number	New Policy	Policy Revision	Description/Purpose	PC, BH, or Both
1	Injectable Buprenorphine			X		To ensure that distribution and administration of injectable buprenorphine products (Sublocade, Brixadi, etc) at Southeast is in accordance with the standards of good medical practice and regulations specified by the drug manufacturers, REMS Program, FDA, and DEA.	BOTH
	New Policy Statement						
	Southeast Healthcare will follow the FDA and REMS Program recommendations for prescribing, administering, and monitoring injectable buprenorphine effects per the FDA-approved monitoring protocol.						
	Revised Policy Statement						
	NA						

Suggested Motion:

Southeast Board adopts the following new policy:
Injectable Buprenorphine

Funding Opportunity Summary
Southeast Healthcare Board of Directors – August 2024
HRSA FY2025 New Access Points



Funding Source: Health Resources and Services Administration (HRSA)	
Funding Opportunity: HRSA FY2025 New Access Points, HRSA-25-085	
Funding Amount: Up to \$650,000. Approximately 77 awards anticipated.	
Deadline for Submission: 8/30/24 for grants.gov initial submission (this is essentially just a notification of our intent to apply), 9/30/24 for full application	
Funding Project Period: 6/1/2025 – 5/31/2026 (1 year)	Renewal Available: Yes, HRSA anticipates that awards will be rolled into the base H80 award based on continued availability of funds and satisfactory performance.
<p>Program Summary</p> <p>The Health Resources and Services Administration (HRSA) is accepting applications for fiscal year 2025 Health Center Program New Access Points (NAP). The purpose of this funding is to support new health center service delivery sites to expand affordable, accessible, and high-quality primary health care for underserved communities and populations. Award recipients will use NAP funding to provide primary health care services at one or more new access points. Notably, NAP funding is intended to continue as ongoing annual funding of up to \$650,000 which will be rolled into our base H80 HRSA grant award after the initial one-year funding period (based on satisfactory performance and continued availability of funds).</p> <p>Health centers may apply for up to \$650,000 (reflecting direct and indirect costs). Of the \$650,000, up to \$250,000 may be used for one-time costs for equipment and/or minor alteration/renovation. The application must demonstrate that the health center will provide all required health services and mental health and substance use disorder services, including primary care services available at least 40 hours per week. HRSA expects new access points to be operational within 120 days of award. Applicants must project an estimated number of patients to be served at the new site during calendar year 2026. In evaluating applications, HRSA uses the Service Area Needs Assessment Methodology (SANAM) to create an unmet need score (UNS) for each application based on the proposed service area, which is factored into the overall score of the application.</p> <p>Southeast plans to request NAP funding to add a service site in Bellaire, Belmont County, Ohio. We are still finalizing the proposed service area to be covered by the site, but we anticipate it will include zip codes corresponding to the following areas: Moundsville, WV; Powhatan Point, OH; Shadyside, OH; and Bellaire/McClainsville, OH. We have identified a centrally located property in Bellaire that was formerly used as a dental office that would work well for the new access point and we are currently exploring options to lease the facility. Services provided will include primary care, mental health, and substance use disorder services. Because the facility is already configured as a dental office, Southeast will also explore the feasibility of adding dental services at the new site – this is not a service we currently provide in our Eastern Ohio region and there is a high level of demand in the community.</p> <p>Financial Impact on Southeast</p> <p>HRSA grant funding is expense based and can be supplemented with billings through Medicaid and private insurance. This funding will allow us to expand the FQHC footprint. It is anticipated that this funding will be rolled into Health Center Program (H80) grant awards on an ongoing basis moving forward.</p> <p>Proposed Action</p> <p>RESOLVED, the Board of Directors of Southeast Healthcare hereby approves the submission of an application to HRSA through the FY2025 New Access Points funding opportunity in the amount of up to \$650,000 in accordance with the application guidelines;</p> <p>FURTHER RESOLVED, the Board of Directors of Southeast Healthcare hereby authorizes the President & CEO or designee to prepare, sign, and submit all documents required for inclusion in the proposal, and to execute all subsequent agreements necessary to receive funding.</p>	



Financial Statements

June 30, 2024

Southeast Healthcare Financial Report Narrative

- This month's financial report includes a statement of financial position for June as well as a balance sheet, cash flow statements, and key performance indicators. Historical data charts and graphs are excluded.
- These statements are draft statements and the entire audit close out has not been completed. We are waiting on external party documentation to complete the process. We will provide updated financial statements as part of the audit process to the board.
- The June financial statements reflect a profit of \$1,189,954 and a net profit from operations in the amount of \$1,896,954. Year to date operating income loss is \$1,128,345 with a \$1,859,381 in net revenue year to date.
- This profit will change based on the pre audit adjustments that we will need to make to the financial statement specifically in accounts receivable. Ohio Medicaid is allowing providers to resubmit claims that date back to 2022; however, we do not at this time know the impact will have on our accounts receivable. We are working through system reports to get this number before the audit start at the end of September. In addition, we are reconciling all our county contracts to ensure we are recognizing the correct amount for our services.
- These amounts are based on conservation booking of patient receivable accounts and will continue to be adjusted based on practice management reporting processes below.
- As we have discussed the goal is to have the practice management system reconcile to the financial statements. We continue to work with a practice management system consultant to ensure reports are accurate. In addition, we continue to catch up on posting of claims payments, so the practice management system is up to date with payment posting. When this is completed, the financial statements will reflect a separate line item for allowance for doubtful accounts. Currently patient service revenue and accounts receivable are reflected at net on the face of the financial statements. To date the billing department has posted nineteen million in payments and almost completely caught up in posting of 2023 as well as 2024 payments.

SOUTHEAST HEALTHCARE
CONSOLIDATED STATEMENT OF ACTIVITY
FOR THE PERIOD ENDED JUNE 30, 2024

	FY24 BUDGET	***** ACTUAL *****		YTD BUDGET	ACT vs. BUD \$ VARIANCE	% VAR OF BUDGET
		June	YTD			
REVENUE						
ADAMH FUNDING						
ADAMH-FFS	\$ 7,155,738	\$ 468,892	\$ 4,776,483	\$ 7,155,738	(\$2,379,255)	(33.2%)
ADAMH - BLOCK GRANT	6,283,766	2,859,604	7,673,838	6,283,766	1,390,072	22.1%
ADAMH PHARMACY	2,000	0	0	2,000	(2,000)	(100.0%)
ADAMH - OTHER	-	0	0	-	-	
TOTAL	13,441,504	3,328,496	12,450,321	13,441,504	(991,183)	(7.4%)
FIRST & THIRD PARTY						
CLIENT FEES	94,564	8,516	125,472	94,564	30,908	32.7%
INSURANCE	1,298,968	90,944	1,233,851	1,298,968	(65,117)	(5.0%)
MEDICARE	1,134,719	61,993	986,233	1,134,719	(148,486)	(13.1%)
MEDICAID	13,829,675	992,424	12,308,762	13,829,675	(1,520,913)	(11.0%)
CONTRACTS	10,780,603	420,912	11,362,605	10,780,603	582,002	5.4%
PHARMACY SALES	25,034,750	2,228,879	28,603,559	25,034,750	3,568,809	14.3%
IN KIND REVENUE	-	0	0	-	0	#DIV/0!
TOTAL THIRD PARTY	52,173,279	3,803,668	54,620,482	52,173,279	2,447,203	4.7%
OPERATING REVENUE	\$ 65,614,783	\$ 7,132,164	\$ 67,070,803	\$ 65,614,783	\$1,456,020	2.2%
EXPENSES						
SALARIES	33,443,731	2,395,987	32,287,780	33,443,731	(1,155,951)	(3.5%)
EMPLOYEE BENEFITS	7,692,058	645,340	7,637,694	7,692,058	(54,364)	(.7%)
CONTRACT SERVICES	1,480,000	128,395	1,488,392	1,480,000	8,392	.6%
COMPUTER EXPENSE	1,271,991	47,694	1,125,083	1,271,991	(146,908)	(11.5%)
OPERATING SUPPLIES	700,890	8,275	247,211	700,890	(453,679)	(64.7%)
OPERATING EXPENSES	3,250,000	245,562	3,637,542	3,250,000	387,542	11.9%
OFFICE EXPENSES	350,000	47,730	509,885	350,000	159,885	45.7%
MOBILE PHONES	350,000	34,045	344,047	350,000	(5,953)	(1.7%)
TRAVEL/TRANSPORTATION	900,000	187,656	1,124,966	900,000	224,966	25.0%
BUILDING & GROUNDS	2,637,325	228,621	2,272,513	2,637,325	(364,812)	(13.8%)
DEPRECIATION	795,758	46,726	572,540	795,758	(223,218)	(28.1%)
AUDIT & LEGAL FEES	250,000	27,297	258,245	250,000	8,245	3.3%
INSURANCE EXPENSE	750,000	73,565	885,982	750,000	135,982	18.1%
PHARMACY COG	12,650,000	1,202,370	15,416,680	12,650,000	2,766,680	21.9%
IN KIND EXPENSE	-	0	0	-	0	#DIV/0!
OTHER EXPENSES	250,000	27,641	390,588	250,000	140,588	56.2%
TOTAL EXPENSES	\$ 66,771,753	\$ 5,346,904	\$ 68,199,148	\$ 66,771,753	\$1,427,395	2.1%
OPERATING NET INCOME/(LOSS)	\$ (1,156,970)	\$ 1,785,260	\$ (1,128,345)	\$ (1,156,970)	\$28,625	
MISCELLANEOUS REVENUE						
INTEREST INCOME	408	54	633	408	225	55.1%
INVESTMENT	885,446	44,584	1,859,554	885,446	974,108	110.0%
RENT	145,500	4,779	162,215	145,500	16,715	11.5%
GAIN/(LOSS) ON PURCHASE	-	0	0	-	-	
OTHER	810,000	62,277	965,324	810,000	155,324	19.2%
TOTAL MISCELLANEOUS	1,841,354	111,694	2,987,726	1,841,354	1,146,372	62.3%
SOUTHEAST NET REVENUE	\$ 684,384	\$ 1,896,954	\$ 1,859,381	\$684,384	\$1,174,997	
Margin on Operating Revenue	(1.8%)	25.0%	(1.7%)			
Margin on Total Revenue	1.0%	26.2%	2.7%			

SE Southeast Healthcare
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED JUNE 30, 2024

ASSETS

<i>CASH:</i>			
CASH IN BANK - UNRESTRICTED	\$ 1,262,882		
SCHOLARSHIP ACCOUNT			
BUILDING MANAGEMENT	-		
PETTY CASH	3,430	1,266,312	
<i>INVESTMENTS:</i>			
SHORT TERM INVESTMENTS	4,092,489		
AMERICAN FUNDS	11,328,971		
RESTRICTED INVESTMENTS	296,905	15,718,365	
<i>ACCOUNTS RECEIVABLE:</i>			
Claims Based Receivables			
Total Claims Based Receivables	10,648,439		
Other Receivables			
OTHER GRANTS & CONTRACTS	534,294		
APOTHECARE	3,839,238		
MISCELLANEOUS	-	15,756,383	
Total Other Receivables	4,373,532		
<i>OTHER CURRENT ASSETS:</i>			
APOTHECARE INVENTORY	2,090,053		
PREPAIDS	966,943		
EMPLOYEE LOAN/EPP	12,752		
OTHER	9,087	3,078,835	
TOTAL CURRENT ASSETS		35,819,895	
<i>FIXED ASSETS:</i>			
VEHICLES	579,879		
BUILDING, LAND & IMPROVEMENTS	12,903,311		
FURNITURE & EQUIPMENT	3,978,154		
TENANT IMPROVEMENT	174,753		
subtotal	17,636,097		
LESS accumulated depreciation	(12,072,806)		
NET FIXED ASSETS		5,563,291	
TOTAL ASSETS		\$ 41,383,186	

LIABILITIES & NET ASSETS

<i>LIABILITIES:</i>			
ACCOUNTS PAYABLE	\$ 1,198,214		
ACCRUED EXPENSES	-		
PROPERTY TAX PAYABLE	59,039		
TENANT DEPOSIT	6,857	1,264,110	
<i>ACCRUED WAGES & FRINGE BENEFITS:</i>			
ACCRUED VACATION	1,777,186		
ACCRUED PAYROLL	2,211,369		
ACCRUED RETIREMENT	-		
ACCRUED OTHER	345,831	4,334,386	
TOTAL CURRENT LIABILITIES		5,598,496	
<i>DEFERRED REVENUE</i>		734,528	
<i>LONG TERM DEBT</i>		2,368,494	
<i>ADVANCES FROM THE STATE</i>		451,615	
<i>CAPITALIZED LEASE AGREEMENT</i>		182,243	
TOTAL LIABILITIES		9,335,376	
<i>NET ASSETS:</i>			
UNRESTRICTED	29,881,715		
DESIGNATED	1,830,078		
RESTRICTED	39,112		
SCHOLARSHIP	296,905		
TOTAL NET ASSETS		32,047,810	
TOTAL LIABILITIES & NET ASSETS		\$ 41,383,186	

SOUTHEAST HEALTHCARE
STATEMENT OF CASH FLOWS
FOR THE MONTH OF JUNE 30, 2024

	Current Period
Cash From Operations	
Change in net assets	(897,182)
Adjustments to reconcile change in net assets to net cash	
Depreciation	46,726
Unrealized and realized gains on investments, net	(55,344)
Forgiveness of advance from State of Ohio	(4,615)
Total Adjustments to reconcile change in net assets to net cash	(13,232)
(Increase) decrease in:	
Accounts receivable	176,133
Inventory	58,726
Other current assets	126,549
Total (Increase) decrease in:	361,409
Increase (decrease)	
Accounts payable	285,919
Accrued expenses and taxes	(17,575)
Total Increase (decrease)	268,344
Total Cash From Operations	(280,661)
Cash From Investing Activities	
Purchases of property and equipment	(11,650)
Purchase of investments	10,760
Total Cash From Investing Activities	(890)
Cash Flows From Financing Activities	
Principal payments on long-term debt	(10,717)
Principal payments on capital lease obligations	(8,383)
Total Cash Flows From Financing Activities	(19,100)
Net Increase/Decrease in Cash	(300,652)
Cash and Cash Equivalents, beginning of period	1,566,964
Cash and Cash Equivalents, end of period	1,266,312

SOUTHEAST HEALTHCARE
RATIO ANALYSIS
FOR THE PERIOD ENDED JUNE 30, 2024

Year to date performance

Current Ratio	(CURRENT ASSETS/CURRENT LIABILITIES)	6.4	Ability to pay current debt with current assets; 2 to 4 is standard.
Revenue over Expense Margin	(YTD REVENUE/YTD EXPENSES)	1.035	Indicates revenues (net income) over expenses; Over 1.03 is excellent.
Assets to Liabilities	(TOTAL ASSETS/TOTAL LIABILITIES)	4.43	Indicates debt structure of Organization; 2.0 is standard.
Debt to Net Assets (Equity)	(TOTAL LIABILITIES/NET ASSETS)	.29	Compares borrowed capital to invested capital; .40 is standard.
Days of Cash	CASH & ST INVESTMENTS/AVE. DAY'S EXPENSES	28.7	Indicates number of days of cash SE has on hand. 90 days is good
Average Days in Receivables	(REVENUE/365)AR/Revenue per day)	85.75	Indicates the number of days it takes to collect our receivables

ADAMH Key Performance Indicators

	SOUTHEAST RATIO	ADAMH STANDARDS		INDEX PTS
		EXCELLENT	GOOD	
Administrative Costs to Expenses (Admin/Total expenses)	19.35%	7% - 9.99%	10% - 10.99%	3
Debt to Equity Ratio (Total Liabilities/Net Assets)	0.291	.40 - .49	.50 - 1.19	5
Revenue to Expenses (Total Revenue / Total Expense)	1.46	1.03 - 1.0599	1 - 1.0299	5
Current Ratio (Current Assets/Current Liabilities)	6.40	1.80 - 2.39	1.4 - 1.79	5
Cash to Avg. Mo. Expense (Days) (Cash + ST Invest/Total Expenses)	28.7	80 - 89.99	50 - 79.99	3
Fund Balance Reserve (Net Assets / Ave. Monthly expenses- including CGS)	7.29	6 - 6.99	4 - 5.99	5
% of Revenue from ADAMH (ADAMH Revenue/Total Revenue)	45.9%	< 55.0%	70% - 55%	5
				4.4

Index Coding
5 - Excellent
4 - Good
3 - Fair
2 - Poor
1 - Correction Required

Southeast, Inc.

Investment Funds

	FISCAL YEAR					CALENDAR YEAR		
	As of 06/30/2024	6/30/2023	As of 7/1/23	GAIN/(LOSS) 7/1/23 - 6/30/24	% of Gain/(Loss)	As of 1/1/24	GAIN/(LOSS) 1/1/24- 06/30/24	Percent
AMERICAN FUNDS								
AMCAP Fund - A	1,002,716	807,775	807,775	194,941	24.1%	884,890	117,826	13.3%
EUROPACIFIC GROWTH FUND	312,340	282,884	282,884	29,456	10.4%	291,856	20,484	7.0%
GROWTH FUND OF AMERICA	1,387,569	1,065,339	1,065,339	322,230	30.2%	1,188,001	199,568	16.8%
NEW WORLD FUND-A (Growth)	106,938	96,709	96,709	10,229	10.6%	100,169	6,769	6.8%
CAPITAL WORLD GROWTH & INCOME	790,522	669,561	669,561	120,961	18.1%	719,582	70,940	9.9%
FUNDAMENTAL INVESTORS	1,148,605	909,051	909,051	239,554	26.4%	1,001,388	147,217	14.7%
WASHINGTON MUTUAL INVESTORS FUND	1,374,693	1,134,658	1,134,658	240,035	21.2%	1,235,333	139,360	11.3%
CAPITAL INCOME BUILDER (Equity Income)	1,315,613	1,197,494	1,197,494	118,119	9.9%	1,260,051	55,562	4.4%
INCOME FUND OF AMERICA (Equity Income)	1,524,215	1,388,521	1,388,521	135,694	9.8%	1,461,658	62,557	4.3%
AMERICA HIGH INCOME TRUST (Bond)	837,951	750,513	750,513	87,438	11.7%	807,238	30,713	3.8%
INTERMEDIATE BOND FUND of AMERICA	770,252	740,385	740,385	29,867	0.0%	768,279	1,973	0.0%
CAPITAL WORLD BOND	711,262	706,503	706,503	4,759	0.7%	738,911	(27,649)	(3.7)%
TOTAL AMERICAN FUND INVESTMENTS	11,282,676	9,749,394	9,749,394	1,533,282	15.7%	10,457,355	825,321	7.9%
BANK FUNDS								
PREMIER MONEY MARKET/Scholarship Fd.	336,683	286,408	286,408	50,275	17.6%	291,621	45,062	15.5%
5/3 BANK - Money Market & Fixed Income	2,458,623	2,376,621	2,376,621	82,002	3.5%	2,461,974	(3,351)	(0.1)%
TOTAL BANK FUND INVESTMENTS	2,795,306	2,663,029	2,663,029	132,277	5.0%	2,753,595	41,711	1.5%
TOTAL SOUTHEAST INVESTMENTS	14,077,982	12,412,423	12,412,423	1,665,559	13.4%	13,210,949	867,032	6.6%

SOUTHEAST, INC. CONTRACT SUMMARY

Describe Goods and Services Being Purchased:

Southeast Inc. would like to enter into an agreement to sell the parking garage at 84-92 N. Front Street, Columbus, Ohio. We are unable to use the garage for parking and would like to engage a firm to list and sell the property. Southeast currently has a little over 1.7 million of debt on the property and feels it could get at least the purchase price of the building which was 2.1 million.

Recommended Motion:

To contract with an agent to sell the parking garage.

Approval Date: _____

Approved By: _____

Print Name

Title

SOUTHEAST, INC. PROCUREMENT SUMMARY

Describe Goods and Services Being Purchased:

Nextgen Consulting group. We currently have an ongoing contract with OISIS. There have been difficulties obtaining support specifically with the revenue cycle reporting. We decided to interview another firm before continuing our contract with OISIS.

Vendors:

OISIS

\$182,000 annual cost

GBS

\$57,600 annual cost

Vendor Recommended: GBS

Reason for Selection (Check all that apply):

- Price Quality of goods/services Availability of goods/services within the required timeframe
- After sale services, including availability of parts/supplies Bidder's previous records of performance and service
- Ability of bidder to render satisfactory service in this instance Payment terms Warranty offered
- Ability to provide samples Other: More responsive to safety
-

Summary of Reason for Selection:

GBS offered us a two-day on-site review at no cost, during which they successfully resolved billing issues and provided valuable report training for our staff. In the past, we had requested similar training from OISIS. However, despite their efforts, they were unable to generate the specific reports we required.

Given the effectiveness of GBS's support, our CFO, COO, Director of Revenue Cycle, and Director of IT have collectively met with GBS and discussed the potential benefits of switching our contract to them.

We have a few outstanding questions that we have posed to NextGen to ensure that the transition would be seamless for Southeast. Pending favorable responses to these inquiries, we recommend that the board approve the switch of contracts to GBS.

Recommended Motion: Approval for Southeast to proceed with the transition, assuming all conditions are satisfactorily met.

Approval Date: _____

Approved By: _____

Print Name

Title

SOUTHEAST, INC. PROCUREMENT SUMMARY

Describe Goods and Services Being Purchased:

Demo & remove old flooring in the 3rd & 6th floor hallways, as well as the 3rd floor training room.

Install Vinyl Plank in the 3rd Floor & 6th Floor Hallways.

Install carpet squares & Shaw Alchemist Oneness vinyl tiles in the 3rd floor training room.

We have HRSA capital funds allocated for this project.

Vendors:

Stephen G. Anderson – \$36,788.38

D2 Facility Solutions - \$34,531.76

Vendor Recommended: D2 Facility Solutions

Reason for Selection (Check all that apply):

- Price Quality of goods/services Availability of goods/services within the required timeframe
 After sale services, including availability of parts/supplies Bidder's previous records of performance and service
 Ability of bidder to render satisfactory service in this instance Payment terms Warranty offered
 Ability to provide samples Other: _____
-

Summary of Reason for Selection:

D2 Facilities offered a better product on the 6th floor as Stephen G. Anderson for less money. Price also includes all weekend work to not interfere with daily operations.

Recommended Motion:

The Southeast Board approves the selection of D2 Facilities to replace flooring on 3rd and 6th floors for 16 W. Long St. not to exceed \$42,306 including a 15% allowance.

Approval Date: _____

Approved By: _____

Print Name

Title

Funding Opportunity Summary



Southeast Board of Directors Finance Committee – August 2024

American Rescue Plan Health Center Construction and Capital Improvements – HRSA – No-cost Extension

Funding Source: Health Resources & Services Administration (HRSA)
Funding Opportunity: Fiscal Year (FY) 2021 American Rescue Plan Health Construction and Capital Improvements (ARP – Capital), HRSA-21-114
Funding Amount: \$583,347 (based on formula of \$500,000 base award plus \$11 per patient as reported in 2019 UDS – SE reported 7,577 patients).
Match Required: No
Project Period: September 1, 2021 – September 14, 2024 (no-cost extension will extend end date to 9/30/2025)
<p><u>Program Summary</u></p> <p>Southeast was awarded \$583,347 through the fiscal year (FY) 2021 American Rescue Plan – Health Center Construction and Capital Improvements (ARP-Capital) funding opportunity. The purpose of this one-time funding opportunity is to support construction, expansion, alteration, renovation, and other capital improvements to modify, enhance, and expand health care infrastructure.</p> <p>Southeast had initially planned to use HRSA capital funding to renovate the offices that are part of the garage located at 86 N. Front St. so that the Bridges to Opioid Recovery (BOR) program could be relocated there. This location was approved by HRSA as a temporary health center site for COVID-19 testing in response to the pandemic. However, due to the impact of inflation and other challenges such as a fire that occurred at 86 N. Front St. in 2022, Southeast decided not to move forward with the project originally proposed. Southeast submitted a change in scope which was approved by HRSA on 5/10/2024 to change the project, focusing instead on alterations/renovations and equipment purchases at the 16 West Long Street site. Funding has been used to purchase a replacement blister pack machine for the pharmacy. Funding will also be used to cover 1st floor and patient lobby renovations to enhance the environment for patient care, 3rd floor renovations (including new flooring and the addition of an air exchange/heating and cooling air unit), 6th floor hallway installation of new flooring, and replacement of heat pumps throughout the building.</p> <p>Due to the delays in implementation noted above, it is not feasible for Southeast to complete the proposed project by the current end date of 9/14/24, so a no-cost extension is needed. Southeast is currently working on project plans with architectural and engineering firms. Once plans are finalized, we will solicit bids from contractors to complete the proposed work.</p>
<p><u>Financial Impact on Southeast</u></p> <p>Funding is provided as an expense-based block grant. There is no requirement that Southeast provide matching funds. The no-cost extension request extends the project end date but does not include any additional funding.</p>
<p><u>Change in Scope - Proposed Action</u></p> <p>RESOLVED, the Board of Directors of Southeast Healthcare hereby approves the submission of a no-cost extension to HRSA to extend the project end date for the FY2021 American Rescue Plan Health Construction and Capital Improvements grant to 9/30/2025.</p>



Board of Directors Meeting
Wednesday, August 28, 2024, 11:00 am
Virtual via GoToMeeting

AGENDA

Roll Call	Action Needed	Attachment
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CALL TO ORDER

APPROVAL OF JULY MINUTES

	✓	✓
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President and CEO Report

Board Meeting Survey
National Health Center Week Recap

PROGRAM / QI COMMITTEE

Policy Injectable Buprenorphine HRSA New Access	✓	✓
Points (NAP) Application (with Finance)	✓	✓

FINANCE

Financials	✓	✓
Investment Report	✓	✓
Sale of Garage Approval	✓	✓
GBS Procurement	✓	✓
Carpet Procurement	✓	✓
HRSA American Rescue Plan Health	✓	✓
No-cost Extension		
HRSA New Access Points (NAP) Application (with Program)	✓	✓

HUMAN RESOURCES COMMITTEE

New Privileging: Jackie Lavender, SUD Therapist	✓	
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Re- Privileging Rebekah West, Therapist Allison McGue, Therapist Talea Foster, Nurse Practitioner	✓	
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GOOD THINGS

The Navigator program has been extended for 5 years.

Executive Session

Adjournment

*denotes emailed later