**COLUMBIA COUNTY HEALTHCARE CONSORTIUM**

**MEETING NOTES**

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| **Committee: Budget and Finance** | | **Date: July 21, 2015** | |
| **Board Members Attending: Jim Campion and Lisa Evans**  **Board Members Absent: Ken Stall, Chelly Hegan, and PJ Keeler**  **Staff Members Attending: John Ray and Claire Parde** | | **Guests: None.** | |
| **TOPIC DISCUSSED** | | **SUMMARY OF TOPIC DISCUSSED** | |
| Highlights from the Financial Reports | | The Committee inspected the Organization’s Financial Reports, including the Accounts Receivable Aging Summary, the Statement of Financial Position (Balance Sheet), Statement of Activities (Income Statement) for the agency and transportation program, respectively, and the Statement of Revenues, Supports and Expenses, all of which are current to June 30, 2015. John offered the following highlights and explanations:   * **NYS Grant Gateway** - Submission of our most recent audit and tax filing is required annually during the month of June. This was accomplished and prequalification status was restored. * **Rural Health Network Program** (April 2015 to March 2016). We received the $60,000 advance payment on June 26, 2015 * The **Cancer Screening Program** (April 2015 to March 2016) submitted their work plan and budget to the contract manager for approval. Budget remains the same at $140,000. No word on acceptance. We have submitted a voucher for a $35,000 advance payment. * The **Tobacco-Free Program** (July 2015 to June 2016) submitted their work plan and budget to the contract manager for approval on July 20th. Budget remains the same at $319,000. We have submitted a voucher for a $79,750 advance payment. * **Galvan Foundation** - CCCHC and Operation Unite of NY have signed a MOU in the amount of $19,450 with the goal to train up to six Bengali Youth as Community Health Workers & for the six to work as Community Health Workers within the Bengali community during the 10 week period starting July 27th. Community Health Worker training began on July 20th. * **Foundation of Community Health** - Transportation purchased and detailed a new multi-passenger wheelchair accessible minibus using a FCH grant in the amount of $50,000. * **Community Cancer Funds** - **A.** The Bank of Greene County Foundation donated $1,000. **B.** Kinderhook Toyota of West Ghent donated $2,500 with a possible match of $2,500 from Toyota USA.   **Accounts Receivable:**   * **Cancer Screening Program** (April 2015 to March 2016) We don’t expect payment for our outstanding vouchers totaling $22,704 for the months of April & May until the CSP contract is approved. * **Tobacco-Free Program** (July 2014 to June 2015) April and May vouchers are outstanding. * **Navigator Program** (October 2014 to September 2015) –Payments are now timely. * **Office for the Aging: NY Connects & MIPPA** Our MIPPA agreement was signed. NY Connects & MIPPA vouchers for the three months of April – June to be completed in the month of July. * **Medicaid Transportation Claims** – We experienced some unexpected delays in the month of May on billing Medicaid claims as a result of slow processing of correction requests by MAS.   **Statement of Financial Position:**   * **Cash** - Our cash balance in our TBOGC operating checking account has been in the mid to low $300K (low=$305,000; high=$356,000; current $321,000). * **Trustco Bank Investment** - For the quarter ending June 30th, we experienced an unrealized loss on the Trustco Bank Investment in the amount of <$588>. YTD balance is now <$340>. * **2002 Chevy Mini-Bus** - Documentation was submitted on July 9th to the online auction, Auctions International, to sell the old 2002 Chevy Minibus. We are currently waiting for the on-line auction to begin.   **Statement of Activities:**   * **Medicaid 2% Across-the-Board Payment Reduction**. The 2% Across-the-Board Medicaid payment reduction was eliminated for claims with service dates on or after April 01, 2015. The retroactive repayment of the 2% reduction taken over the period April 2014 to March 2015 is still pending CMS approval. * **Medicaid Claim Revenue**. For the quarter ending June 30th, Medicaid revenue unexpectedly increased by $4,900.   Committee members inquired about the reasons for this increase. Increased trips and trip miles were cited. | |
| Investment Account | | Following concerns raised at the last meeting of the Entire Board regarding contract terms that might limit the funds that the Consortium could invest in the new account, the Fiscal Manager conducted the following investigation:   * Reviewed all the contract documents to determine if there were terms regarding the investment of funds. This was found exclusively in the Master Contract, which applies to all NYS grants. * The Master Contract indicates that interest earned on NYS $$$’s must be returned to the state upon completion of the contract period or reinvested in program with the written permission of the state * Our interpretation is that this only applies to grant advance $$$’s which typically arrive at the end of or following the first quarter. Consequently, the right of set off permits us to deduct the accounts receivable (billed and unbilled expenses incurred), leaving very little monies in excess. The interest accrued on these dollars across all contracts in a calendar year is negligible. * Moreover, the balance of our operating account LESS any grant advance liabilities still provides ample dollars to invest up to $120,000, leaving a comfortable balance for sustaining operations.   The Committee was satisfied that the Consortium may invest a total amount of $120,000 from the current operating account without violating any contract terms. | |
| Next meeting | | The next meeting is scheduled for **September 15** **at 3:00 p.m.** | |