



Harmonia Collaborative Care
April 2024 Minutes
April 17, 2024

Members Present:

Howard Martin, Lou Atti, Christine Kluckhohn, Raj Patel, and Francesca Tioleco

Staff: Valerie Nowak, Michelle Chiappetta and Jen Gunia

Consultants: Magellan Group. Marta and Greg Hiczewski

Absent: John Grennell and Tristan Keelan

Howard Martin called the meeting to order at 8:18 am

Motion made by Francesca Tioleco to accept March 2024 minutes, seconded by Christine Kluckhohn. **Motion Carried.**

Program Presentation- Senior Services Jen Gunia. Jen provided an update to our Senior Services. She highlighted: 1) Case Management and goals. 2) Care Givers Support Services. 3) Grant Opportunities investigating with Upper Edge. Questions and answers followed. Jen was thanked for her presentation.

Departments Report

Service reports and volumes per service area provided. See attached detail report of each service area.

CEO report was provided. CEO highlighted the following: 1) Upper Edge pursuing many potential opportunities for HCC.

Finance Report: February 2024 Monthly Revenue overall \$262,500, 3% less than 2023 (<\$6,900) and 5% less than TYD 2023 (<\$24,700). Monthly Net income was \$7,500, 69% less than (<\$16,500) 2023. YTD Net Income is \$23,100, 75% less than 2023 (<\$70,900). Reviewed each service area to income and contribution margin. See specific notes provided by Michelle for further detail and explanation to finance performance. A Rolling 13 month revenue snapshot document was shared.

Evans Bank approved Line of Credit. Documents need to be drawn up and signed.

Committee Reports

- **Governance and Executive-** Next meeting April 19, 2024. Previous meeting minutes in the portal.

- **Finance-Investment-** March 25, 2024 meeting minutes in the portal. Letter to staff finalized to educate about “bonus” for future consideration.
- **Sub-Committees/Work Groups Report**
 - **Marketing and Development** “Garden Party” June 13, 2024. Updates on sponsorships and vendors given. Tickets on website. Event is two months away. Need additional sponsorships, gift cards, wine for the wine-pull and more tickets to be sold.
 - **Strategic Planning:** Meeting of April 12, 2024. Highlights 1) Several metrics are tied to finishing the business plans. 2) BOD yearly Conflict of Interest and Board Expectations are lacking. 3) Strategic Planning meeting needs to be high level. 4) In future metrics need to be objective and definable.

Old Business

- **Vision and Planning Workgroup.** April 26, 2024 is first meeting.

New Business

- Annual Board Meeting May 15, 2024.

Chris Kluckhohn motioned to adjourn, second by Francesca Tioleco. **Motion Carried 9:35am**

Submitted by Christine J. Kluckhohn PT, DPT, MSHSA