



Harmonia Collaborative Care
 December 2021 Minutes
 Wednesday December 15, 2021

Members Present: Howard Martin, Tom Gordon, Sue Jasinski, Lou Atti, and Raj Patel, John Grennell and Kathleen Armstrong

Staff: Valerie Nowak, Michelle Chiappetta

Consultants: The Magellan Group

Excused: Christine Kluckhohn

Howard Martin called the meeting to order at 8:15.

MOTION: Motion to approve November 2021 meeting minutes by Sue Jasinski and seconded by Tom Gordon **Motion Carried.**

Department Reports

- Service reports and volumes per service area reports provided. See attached detail reports of each service area.
- CEO report was provided. See Attached. CEO highlighted the following: 1) LLI interest in Sunset Building executed. 2) Megan Brautlacht accepted into 2022 Rising Leadership Program of Buffalo. 3) Cami Kent is leaving HCC. Val will be restructuring organization with promotion of Jennifer Gunia to Director with responsibility over Senior Services and CarePanion. New organization structure will take place later in 1st quarter 2022. 4) CEO received urgent email from developers of property in Hamburg, asking about easement. We have not received response from requests sent several months ago. Discussion followed.
- **Strategic Plan/Priorities.** The Magellan Group (TMG) presented 2021 accomplishments and 2022 Priorities. See document presented by TMG. Discussion followed. Tremendous amount of work and accomplishments noted in 2021. Strategic Plan will be reported quarterly at Board Meetings. Motion to approve 2021-2024 Strategic Plan was made by Raj Patel and second by Sue Jasinski. **Motion Carried**

Finance Report

- **Financials October:** Monthly Revenue overall \$228,600. 11% greater than 2020 (>\$ 205,700) and 26% greater (>\$496,400) YTD to 2020. Monthly Net income \$(69,500), 65 % less than 2020 (<\$27,300). YTD Net Income

\$328,300, 15% greater than 2020 (>43,800). Reviewed each service area to income (contribution margin).

- Finance Director added multiple notes/explanations. See report for full comments. Year End Profit Projections: \$258,900. 2022 budget almost complete. Will presented to finance committee 1/18/2022. Cash Flow: \$970,692.90.

New Business:

- **1) HCC Treasure appointment.** With the resignation of Tom Gordon, Raj Patel has been nominated to the Treasure position. Motion to approve by Sue Jasinski and second by Tom Gordon. **Motion Carried.**
- **2) CEO Evaluation (Salary and Bonus).** Executive Board will meet 12/17/2021 to discuss CEO's bonus. Expectation is to make recommendation by 12/20/21. CEO's evaluation and salary will be completed in January 2022.
- **3) 2022 Recommended Board Meetings.** Will continue current meeting format with consolidated summer board meeting.
- **4) Tom Gordon** was thanked for his dedication and commitment to HCC over the past 4 years. He resigned his board position.
- **5) Ross Kenzie**, long standing board member passed away 11/26/2021. Discussed best way to honor him. Val spoke with daughter who stated to keep doing the work he so supported was enough.

Adjourn at 9:40 AM.

(From recorded zoom meeting)

Christine J. Kluckhohn PT, DPT, MSHSA