



Harmonia Collaborative Care

January 2024 Minutes

January 17, 2024

**Members Present:**

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

**Staff:** Valerie Nowak, Michelle Chiappetta and Megan Brautlacht

**Excused:** Tristan Keelan

Howard Martin called the meeting to order at 8:16 am

Motion made by Lou Atti and seconded by Christine Kluckhohn to approve December meeting minutes. **Motion Carried.**

**Program Report: Mental Health.** Megan Brautlacht Director of MH Clinics. Megan provided an outstanding update and overview of the MH program. Details of demographics served, payer representative, staffing (hired 5 unfortunately 7 resigned), and QA. Megan was thanked for her presentation and we wished her well on her future endeavors as she is leaving HCC.

**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) Acknowledged Magellan Group's donation of \$2,500 to HC. Over 1,800 appeals sent and to date received \$3,165.

**Finance Report November 2023:** Monthly Revenue overall \$218,600, 17% less than 2022 (<\$45,300) and 12 % greater (>\$316,900) YTD to 2022. Monthly Net income was (\$83,400), 829% greater than (\$74,600) 2022. YTD Net Income is \$1,700, 104% greater than 2022 (>\$40,600). Reviewed each service area to income and contribution margin. See specific notes provided by Michelle for further detail and explanation to finance performance. Hiring is critical to our performance. A Rolling 13 month revenue snapshot document was shared.

**Approval for Budget 2024:** Motion made by Raj Patel and seconded by Howard Martin to approve 2024 Budget. **Motion Carried.** Discussion occurred with addition of COO salary (combining with MH Program Director), addition of

Executive Assistant and adding \$150,000 grant. How will surplus of \$261,792 be accomplished? Staffing is critical and the \$150,000 from grant. Revenue Cycle Manager is also needed. Should we consider Revenue Cycle Consultant Company? Michelle estimates there will be a loss of approximately \$25,000 for 2023.

### **Committee Reports**

- **Governance and Executive- Committee Charters.** Lou Atti stated we had meeting 1/10/2024. See minutes in portal.
  - Certificate of Incorporation for Foundation (see document) amendment was provided. Motion was made by Howard Martin and seconded by Lou Atti to approve document as presented. Roll call for approval of amendment of COI: Lou Atti, Raj Patel, Val Nowak, John Grennell, Christine Kluckhohn and Howard Martin.
- **Finance-Investment-Raj Patel.** No additional update
- **Sub-Committees/Work Groups Report**
  - **Marketing and Development** No updates

### **New Business**

- **Vision and Planning Workgroup.** Charter was presented. This workgroup is a subset of the Building and Foundation Committee. The goal of the group is to explore what new services endeavors we might pursue, facilitates needs and what is our strategic direction? The workgroup will be made up of Board Members, staff, relevant community members and the Magellan Group. This group would inform the strategic planning process.

Adjourn at 9:36

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Christine J. Kluckhohn PT, DPT, MSHSA