



Harmonia Collaborative Care  
October 2022 Minutes  
Wednesday October 19, 2022

**Members Present:** Howard Martin, Lou Atti, Tristan Keelan, Francesca Tioleco, Raj Patel, John Grennell and Andrew Belden

**Staff:** Valerie Nowak, Michelle Chiappetta and Kristy Gasiewicz

**Excused:** Christine Kluckhohn, Sue Jasiniski and Kathleen Armstrong

Howard Martin called the meeting to order at 8:10.

**MOTION:** Motion to approve August 2022 meeting minutes by Lou Atti and seconded by Tristan Keelan. **Motion Carried.**

**Health Home: Kristy Gasiewicz** HH Program Director. Board members thanked Kristy for her in-depth update and her keeping the program going with limited staff. Currently looking to hire two case managers. Staff shortage is direct cause for visits and volume being down. We continue to post and market the vacant positions in Health Home. Kristy explained the three levels of reimbursement for Health Home clients. Those that qualify for Health Home Plus are required to be treated by an individual with a Masters Degree (RN, Education, etc). If candidate has several years of experience agency could apply for a wavier.

### **Department Reports**

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) Annual Report completed and mailed to 1,924 area businesses, residents, contributors and government officials. The approach taken this year for the report was slightly different using client stories. 2) Update letter sent to 900 plus businesses, foundations and government officials keeping them updated to the current environment. 3) Presentation to Evans Town Board about HCC by Val and Michelle on October 12, 2021. Continued education is needed to help members of Evans Town Board understand services and reimbursement. Their focus appears to be on services that currently don't have a reimbursement stream. 4) By-laws have

been reviewed by Trevor and comments noted. Val will send out to Board for review. Plan is to have them approved by end of year.

### **Finance Report**

- **Financials August 2022:** Monthly Revenue overall \$224,300. 14% less than 2021 (<\$ 36,800) and 5% less (<\$ 99,800) YTD to 2021. Monthly Net income (\$22,300), 48% less than 2021 (<\$20,800). YTD Net Income \$39,00, 89% less than 2021 (<\$325,800). Reviewed each service area to income (contribution margin).
- Request asked of Michelle to check into Employee Retention Credit to see if we qualify.
- Have recently hired two providers in Derby, however another individual has resigned. Bad debt write offs are increased because non-credentialed staff. Time is 3-6 months to get nurses credentialed.
- New York Work Force Bonus: Certain staff in Mental Health can receive \$1500 per round depending on hours worked. There is currently a second round. Michelle is working on applications for qualified staff.
- **New Business:**
  - 1) Marketing and Development. Motion to approve Francesca Tioleco, as Marketing and Development Chairperson made by Raj Patel and seconded by Lou Ati. **Motion Carried.**
  - 2) Foundation Committee: Building at 77 S. Buffalo Street Hamburg is part of the Foundation. Skip's company now owns access road. Trevor reviewing contract to assure access road remains cleared (maintenance) and final easement agreement.
  - 3) Investment Committee: Policy sent out to be finalized by the Investment Committee. Once policy is finalized it will be brought to full board for approval.
- Adjourn at 9:30.