



**DISTRICT CLINIC HOLDINGS, INC.
d.b.a. C.L. BRUMBACK PRIMARY CARE CLINICS
BOARD OF DIRECTORS FINANCE COMMITTEE
MEETING MINUTES
July 28, 2021
Zoom Webinar Meeting**

1. Call to Order

Ms. Tammy Jackson-Moore called the meeting to order at 12:21 p.m.

A. Roll Call

Committee members present: Tammy Jackson-Moore
Excused: Mike Smith, Joseph Gibbons

Staff present included: Darcy Davis; Hyla Fritsch; Shannon Wynn; Mina Bayik;
Donald Moniger; Bernabe Icaza; Candice Abbott; Andrea Steele; Marisol Miranda;
John Wright; Jessenia Bruno; Heather Bokor; Jessica Cafarelli

Recording/transcribing Secretary: Shannon Wynn

B. Affirmation of Mission: To provide compassionate, comprehensive health services to all Palm Beach County residents, through collaboration and partnership, in a culturally sensitive environment.

2. Agenda Approval

A. Additions/Deletions/Substitutions

None.

B. Motion to Approve Agenda

CONCLUSION/ACTION: Due to a lack of quorum, all agenda items have been postponed until next month's regularly scheduled meeting.

3. Awards and Presentations

None.

4. Disclosure of Voting Conflict

None.

5. Public Comment

None.

6. Meeting Minutes

- 6A-1 **Staff recommends a MOTION TO APPROVE:**
Finance Committee Meeting Minutes of May 19, 2021.

CONCLUSION/ACTION: Due to a lack of quorum, all agenda items have been postponed until next month's regularly scheduled meeting.

7. Consent Agenda – Motion to Approve Consent Agenda Items

CONCLUSION/ACTION: Due to a lack of quorum, all agenda items have been postponed until next month's regularly scheduled meeting.

A. **ADMINISTRATION**

- 7A-1 **RECEIVE AND FILE:**
July 2021 Internet Posting of District Public Meeting.
<https://www.hcdpbc.org/resources/public-meetings>

- 7A-2 **RECEIVE AND FILE:**
Attendance Tracking

8. Regular Agenda

A. **FINANCE**

- 8A-1 **Staff recommends a MOTION TO APPROVE:**
C.L. Brumback Primary Care Clinics Financial Report May 2021.

The May statements represent the financial performance through the eighth month of the 2021 fiscal year for the C.L. Brumback Primary Care Clinics. Gross patient revenue YTD was favorable to budget by \$4.3M due to increased patient volumes. Net patient revenue YTD was favorable to budget by \$1.1M. Total YTD revenue was unfavorable to budget by (\$3.1M) due primarily to the timing of COVID-19 stimulus funds. Operational expenses before depreciation were favorable to budget by \$366k due mostly to positive variances in medical supplies of \$631k and medical services of \$147k. Total YTD net margin was (\$10.3M) compared to a budget of (\$7.8M) resulting in an unfavorable variance of (\$2.5M) or 31.9%. The Medical clinics gross patient revenue exceeded the budget by \$3.5M. This resulted from the clinic efforts to respond to the pandemic offering telemedicine visits in addition to office visits. Net patient revenue YTD for the Medical clinics was favorable to budget by \$814k. The Medical clinics total YTD revenue was unfavorable to budget by (\$3.2M). This unfavorable variance resulted from the recognition timing of COVID-19 related stimulus funding. Total operating expenses of \$15.7M were favorable to a budget of \$16.0M by \$328k. This positive variance is mostly related to expenses being under budget in the following amounts: medical supplies \$589k, medical services \$147k, lease

and rental \$125k, and other expenses \$93k. These expenses are favorable to the budget due to usage timing and supplies purchases. Total YTD net margin was (\$9.2M) compared to budget of (\$6.6M) resulting in an unfavorable variance of (\$2.7M) or 40.9%. The Dental clinics total YTD gross patient revenue was favorable to budget by \$781k. Net patient revenue YTD for the Dental clinics was favorable to budget by \$320k. Total revenue of \$2.5M was over budget by \$130k due to increased visits. Total operating expenses of \$2.6M were favorable to budget by \$38k. Total YTD net margin was (\$1.0M) compared to a budget loss of (\$1.2M) for a favorable variance of \$197k or (16.2%). On the Comparative Statement of Net Position, due from other governments increased from \$2.6M to \$4.1M. This balance is due mainly from Health Resources and Service Administration (HRSA). The District subsidy YTD for the Medical and Dental clinics are \$9.0M and \$961k respectively for a combined subsidy of \$10.0M.

CONCLUSION/ACTION: Due to a lack of quorum, all agenda items have been postponed until next month's regularly scheduled meeting.

9. VP and Executive Director of Clinic Services Comments

None.

10. Board Member Comments

None.

11. Establishment of Upcoming Meetings

August 25, 2021 (HCD Board Room)

12:15 p.m. Finance Committee

September 29, 2021 (HCD Board Room)

12:15 p.m. Finance Committee

October 27, 2021 (HCD Board Room)

12:15 p.m. Finance Committee

November 30, 2021 (HCD Board Room)

12:15 p.m. Finance Committee

December 14, 2021 (HCD Board Room)

12:15 p.m. Finance Committee

12. Motion to Adjourn

Due to a lack of quorum, all agenda items have been postponed until next month's regularly scheduled meeting.

