# KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY HEALTH & WELLNESS CLINIC BOARD OF DIRECTORS MEETING MINTUES October 25, 2024

A meeting of the KCEAA Health & Wellness Clinic Board of Directors took place at 10:00a.m on Friday, October 25, 2024, at KCEAA Central Office located at 601 Brooks Street, Charleston, WV.

# **Board Members:**

Mr. Harry Miller

Ms. Lillian Morris (zoom)

Mr. Johnny Rutherford

# Staff:

Ms. Monica Mason Ms. Jordan VanMeter Mr. Ethan Walker Mr. Jack Linville Mr. John Shaheen(zoom) Mr. Tray Surface Mr. Matt Vance

# <u>Call to Order:</u> Mr. Harry Miller called the meeting to order.

# **Approval of Minutes:**

Motion made by Ms. Lillian Morris, second by Mr. Johnny Rutherford to approve the meeting minutes from August 19, 2024. The motion passed.

# New Business:

#### Clinic Volume- Monica Mason:

• Compared appointment volumes for the first 39 weeks of 2023 and 2024. In 2023, we saw 923 patients, while in 2024, we've seen 971 patients during the same period. Noted an increase in patient visits so far this year.

# Old Business:

• No old business to report.

# Budget & Finance:

# Financial Report- John Shaheen:

- Gross income for July 2024 is \$28,300, which is \$2,200 under budget and \$3,500 higher than the prior year's figure.
- Gross income for August 2024 is \$34,000, which is \$3,300 over budget and \$10,400 higher than the prior year's figure.
- Payroll for July 2024 is \$20,600, which is \$7,000 under budget and \$2,700 higher than the prior year's figure.
- Payroll for August 2024 is \$28,000, which is right at budget and \$6,400 less than the prior year's figure.
- Lillian Morris asked about the bottom line, and John Shaheen noted that for July and August, income is \$1,100 over budget, payroll is \$6,600 under budget (and \$3,600 lower than last year), and clinic income with authority contributions shows a \$5,000 paper profit YTD.

- Lillian Morris asked about the drivers behind overages and expenses. John Shaheen explained that details are in the regular financial statements but noted the clinic typically runs a profit. Monica Mason added that payroll is under budget due to a provider's absence and mentioned clinic-related expenses, such as flu shots, partly used by the county, with some costs recouped through clinic billing. She also stated that medication expenses are stable, noted an occasional increase/ decrease in labs, and workers' comp visits could contribute to the expenses/overages.
- Lillian Morris asked if there has been any impact on the workers' comp rate. Jordan VanMeter explained that the rate renews in July, so any premium increase would be seen then. She noted an uptick in claims, with all but one case on light duty, and mentioned that next year's figures should be available in April.

# Adjournment:

There being no further business, a motion was made by Mr. Johnny Rutherford, second by Ms. Lillian Morris to adjourn the meeting. The motion passed.

Respectfully submitted,

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Ethan Walker