

**Solvera Healthcare Center Inc.  
Board of Directors Meeting Minutes  
April 20<sup>th</sup>, 2022**

<b>MEMBERS PRESENT</b>	Doug Shaw (virtual), Jody Bunker (virtual), Sarai Marchan, Trenton Harper, Mary Weyeneth, Eric Heard (virtual), Mike Miller, Alison Kempthorne, Tariq Muhammad	
<b>MEMBERS ABSENT</b>		
<b>GUEST(S)</b>	Phil Caplis	
<b>STAFF PRESENT</b>	Patrick Caplis	
<b><u>AGENDA ITEM</u></b>	<b><u>DISCUSSION</u></b>	<b><u>ACTION</u></b>
<b>I. CALL TO ORDER</b>	Patrick Caplis welcomed everyone to the meeting.	Motion to proceed by Doug Shaw, second by Sarai Marchan. Unanimously approved.
<b>II. APPROVAL OF AGENDA</b>		Motion to approve by Trenton Harper. Second by Tariq Muhammad. Unanimously approved.
<b>III. CONSENT AGENDA</b>		
<b>IV. OLD BUSINESS</b>	Review of 01-19-2022 meeting minutes.	Motion to approve by Eric Heard. Second by Mike Miller. Unanimously approved.
<b>V. NEW BUSINESS</b>	Board meetings are required monthly by HRSA. The monthly board meetings will remain the 3rd Wednesday of every month at 5:00pm at the clinic. The quarterly board meetings will be held at Joe's Original Italian and Martini Bar.	Motion to approve by Trenton Harper. Second by Mary Weyeneth. Unanimously approved.

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<p>New Purchases</p>	<p>Patrick discussed the purchase of the EBO Writer Module for eCW. The current reporting system that comes with eClinical is a canned version without customizations. As an FQHC SHC needs a full customizable system of reports. The EBO Writer Module will allow for more customization of health information reports along with financial analyses. This has a one-time startup fee of \$4,000. Patrick is working to get that fee waived. Patrick also discussed the purchase of a printer for ID badges and membership cards. This will be a full-service contactless printer with encoding software. It will create cards that have ID capabilities. It is a double-sided printer with 300 DPI which is extremely high quality. The card will appear very professional, and the printer will also laminate the card. All patient information will be on this card and the patient can present this card to other facilities (hospitals, imaging centers, out of town facilities) to show that SHC is their primary care facility. The cost of this printer is \$2,805.</p>	<p>Motion to approve by Tariq Muhammad. Second by Mary Weyeneth. Unanimously approved.</p>
<p>Financial Report</p>	<p>Patrick discussed the cost for audit and tax returns. SHC is working with Draffin Tucker who specializes in FQHCs. They are located in Georgia and handle approximately 70 FQHCs across the country. Their quote of \$25,000 was significantly less than other companies. They audit everything in the financial realm. The FQHC application has been submitted and SHC is on track for the site review in June. Patrick added there is at least a 30-day backlog, so the site review date is unknown. It is also unknown whether it will take place in person or virtually.</p>	
<p>Peoria Facility Report</p>	<p>Operating revenue for the first three months (last week of Oct, all of Nov, Dec 2021) of operation is \$341,000 in billed charges, which will be collected at \$115,000. For the same period Patrick reported the pharmacy revenue of \$3,100. These numbers do not include information from reconciliation of all payments processed from insurance. Expenses have been substantial. The total expenses for the year accounted to \$900,000 and a loss of \$600,000. Currently SHC is at 50% of operating loss and in 3-5 weeks should be closer to 25% operating loss. Patrick added that a breakeven point is anticipated approximately two months from now. He will also have fully audited financial statements in the next month or two.</p>	

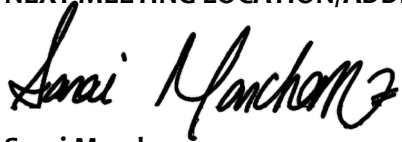
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Carbondale Facility Report	Patrick is starting the architectural process for a new facility to be built in Carbondale. He hopes to speak with the architect in the next couple of weeks.	
<b>VI. ADJOURNMENT</b>		Motion to adjourn by Mike Miller. Second by Mary Weyeneth. Unanimously approved.

**MEETING LOCATION/ADDRESS:** Joe's Italian, 4609 N Prospect Rd, Peoria Heights

**NEXT MEETING DATE & TIME:** May 18, 2022

**NEXT MEETING LOCATION/ADDRESS:** Solvera Health, 3525 N University St, Peoria



Sarai Marchan

Board Member (on Behalf of Secretary)

**APPROVAL DATE:** May 18, 2022