

### City of Cincinnati Primary Care Board of Governors Meeting

February 12, 2025

Agenda

Alexius Golden Cook       Dr. Angelica Hardee       Dr. Canille Jones       John Kachuba         Dr. Phil Lichtenstein       Luz Schemmel       Debra Sellers       Jen Straw         Erica White-Johnson       Dr. Bernard Young       Meeting Reminders:       Please raise your virtual hand via Zoom when asking a question and please wait to be acknowledged and always remain muted, unless actively speaking/presenting (With the exception of the Board Chair).         6:00 pm – 6:05 pm       Call to Order and Roll Call         6:05 pm – 6:10 pm       Vote:       Motion to approve the Minutes from January 15, 2025, CCPC Board Meeting.         Leadership Updates       Estion proves the Minutes from January 15, 2025, CCPC Board Meeting.         6:10 pm – 6:30 pm       Ms. Joyce Tate, Chief Executive Officer         CEO Report – document       New Provider Updates – Dr. Yury Gonzales         Personnel Actions - document       New Provider Updates – Dr. Yury Gonzales         6:30 pm – 6:40 pm       Mr. Mark Menkhaus Jr., Chief Financial Officer         CFO Report – documents       CFO Report – documents         6:40 pm – 6:45 pm       Public Comments					
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Next Meeting – March 12, 2025

Mission: To provide comprehensive, culturally competent, and quality health care for all.

#### **CCPC Board of Governors Meeting Minutes**

Wednesday, January 15, 2025 Call to order at 6:00 pm

#### <u>Roll Call</u>

<u>CCPC Board members present</u> –Ms. Renu Bahkshi, Mr. Timothy Collier, Dr. Angelica Hardee, Dr. Camille Jones, Mr. John Kachuba, Dr. Philip Lichtenstein, Ms. Luz Schemmel, Ms. Debra Sellers, Ms. Jen Straw, Ms. Erica White-Johnson, Dr. Bernard Young

CCPC Board members absent - Ms. Michelle Burns, Mr. Robert Cummings, Ms. Alexius Golden Cook, Ms. Jen Straw

<u>Others present</u> – Ms. Sa-Leemah Cunningham, Ms. Joyce Tate, Dr. Geneva Goode, Mr. Mark Menkhaus Jr, Dr. Edward Herzig, Mr. David Miller, Dr, Yury Gonzales, Ms. Angela Mullins, Dr. Anna Novais

#### Board Documents: <u>CCPC-Board-Meeting-Agenda-Packet 1.15.2025.pdf</u>

Торіс	Discussion/Action	Motion	Responsible Party
Call to Order/Moment of Silence	The meeting was called to order at 6:00 p.m. The board gave a moment of silence to recognize our two most important constituencies, the staff, and patients.	n/a	Mr. Tim Collier
Roll Call	10 present, 4 Absent	n/a	Ms. Sa-Leemah Cunningham
Minutes	<b>Motion:</b> the City of Cincinnati Primary Care Board of Governors approves the minutes of December 11, 2024, CCPC Board Meeting.	M: Dr. Camille Jones 2 <sup>nd</sup> : Dr. Philip Lichtenstein Action: 10-0 Passed	Mr. Tim Collier
	Old Business		
CEO Report	<ul> <li>Ms. Tate gave her CEO Update and shared the latest CHD Personnel Actions with the Board.</li> <li>Please see the memo included in the agenda packet</li> <li>Inclement Weather Update <ul> <li>Ms. Tate informed the board that the Health Centers were closed due to the inclement weather (Monday, January 6). Cincinnati Public Schools were closed for 4 days last week due to the weather. Remote work was allowed on Tuesday, January 7<sup>th</sup>, for those individuals who still couldn't make it in.</li> <li>Ms. Tate acknowledged and thanked the CHD maintenance crew for cleaning and ensuring employee safety during the inclement weather.</li> <li>Dr. Lichtenstein asked if there are a group of providers who can do telehealth visits on days the health centers are closed.</li> </ul> </li> </ul>	n/a	Ms. Joyce Tate

<ul> <li>Ms. Tate answered that not currentl this is being discussed to be implemented</li> </ul>	
for the future.	
• Dr. Jones asked if there were an excess num	
messages left by patients requesting to spea provider.	k to a
• Ms. Tate answered that she was uns	sure
how many messages were left reque	
services, and she will follow up wit	h the
<ul><li>call center manager with that data.</li><li>Mr. Kachuba asked if weather closure</li></ul>	
announcements go out to the public via radi	o/tv.
$\circ$ Ms. Tate answered that she is work	
with the CHD Public Information o	
Jose Marques to sign up to announce	
closures, but didn't have access for weather event.	uns
<b>CCPC Board Training and Review of Bylaw</b>	
• Ms. Tate stated that the executive committe	
looking to have board member training in 2 is open to discussing the type of board train	
that's needed for the board members.	ing
• Ms. Tate explained that the city will offer cit	ty
training at some point. Ms. Tate encouraged	
members to share any ideas they may have a	for
additional training with herself and Ms. Cunningham.	
<ul> <li>Ms. Tate also explained that the executive</li> </ul>	
committee would like to do an annual revie	w of the
CCPC Board Bylaws, and a committee will	be set
up for that coming soon.	
<b>CEO Performance Evaluation</b>	
• Ms. Tate reminded the board that her perfor	
evaluation is due. She stated that her evalua will be administered by the Executive Com	
and the Health Commissioner Dr. Mussman	
• Board members can submit feedback to the	
chair.	
<b>Roberts Academy Open House</b>	
• Ms. Tate updated the board that Roberts Ac	ademy
construction is moving along, after being de	
due to permit issues. An open house will be	
scheduled soon, and the board will be kept informed.	
New Interim Dental Director Introduction	
• Ms. Tate announced and introduced the new	
interim Dental Director, Dr. Nick Taylor, to	
board and invited Dr. Taylor to say a few w	ords.

• Ms. Tate explained that the executive committee wants to move to have the CCPC Board Committees established and meet at least once before the end of the first quarter of 2025. Emails will go out to the committee heads.•Care of a Minor without Parental/Guardia a Consent Policy & Procedure - RevisionsMs. Tate and Dr. Lichtenstein discussed the Revisions made on the Care of Minor without Parental/Guardian Consent Policy & Procedure and asked for a motion for the board to pass this policy.Ms. Tate and Dr. Lichtenstein discussed the Revisions matice on the Care of Minor without Parental/Guardian Consent Policy & Procedure and asked for a motion for the board to pass this policy.Ms. Dr. Philip 2*!. Ms.Ms. Joyce Tate/Dr. Philip 2*!. Ms.RevisionsRevisions made: • Modifications were made to the Flowchart at the end of the policy under "Mandated Reporting Algorithm". Dr. Lichtenstein recommended that a dditional information be adde to provide further explanation in reference to what needed to be reported and where to.Ms. Joyce Tate/Dr. PassedBraxton Cann Signage UpdateMr. Menkhaus spoke about the Braxton Cann Sign Unveiling Event.Mr. Menkhaus spoke about the Braxton Cann Sign Unveiling Event.Mr. Mark Menkhaus spoke about the Braxton Cann Sign Unveiling Event.Mr. Mark Menkhaus mark and edication on Tuesday, January 14, 2025, at 3pm. Ms. Cann's grandson. The Board of Health chair also attended.Mr. Mark Menkhaus Menkhaus shared some pictures of the new sign and others taken at the event with the board.Finance UpdateMr. Mark Menkhaus Jr. reviewed the financial dataMr. Mark Menkhaus		the role and expressed his gratitude for being		
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November 2024. Mr. Mark Menkhaus Jr.	Finance Update	variance between FY24 and FY25 for the month of	n/a	
• Please see the memo and presentation included		• Please see the memo and presentation included		

	the agenda packet.		
	<ul> <li>Highlights <ul> <li>Health Center Disaster hours were low.</li> <li>School Based Disaster Hours were low.</li> <li>Revenue decreased by 12.59%. <ul> <li>Self-paid patients increased by 1.87%.</li> <li>Medicare increased by 1.57%.</li> <li>Medicaid decreased by 65.59%.</li> <li>Private Pay decreased by 4.59%.</li> <li>Medicaid managed care increased 31.24%.</li> <li>416—Offset increased by 7.25%.</li> </ul> </li> <li>Expenses increased by 8.60%. <ul> <li>Personnel expenses increased by 4.94%.</li> <li>Material expenses increased by 4.94%.</li> <li>Fixed costs decreased 7.58%.</li> <li>Fringes increased by 2.77%.</li> </ul> </li> <li>Net Gain was -\$2,752,443.35; decreased 3104.88%.</li> <li>Invoices greater than 90 days were at 17%; (below 20% is the goal).</li> <li>Invoices greater than 120 days were at 7: (below 10% is the goal).</li> <li>Average Days in Accounts receivable were 39.6 days.</li> </ul> </li> </ul>		
	New Business		
Public Comments	• No Public Comments.	n/a	Mr. Tim Collier
Documents in the Packet but not presented.	• Efficiency Update was included in the packet.	n/a	n/a

Meeting adjourned: 6:41 pm

Next meeting: February 12, 2025, at 6:00 pm.

The meeting can be viewed and is incorporated in the minutes: <u>https://fb.watch/xG7712KrBv/</u>

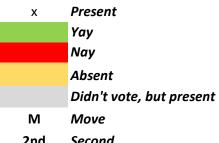
Date: 1/15/2025 Clerk, CCPC Board of Governors Date: 1/15/2025 Mr. Timothy Collier, Board Chair

#### **CCPC Board of Governors**

Cincinnati Health Department January 15, 2025

Board Members	Roll Call	12/11/2024 Minutes	Approve Care of a Minor without Parental/Guardian Consent Policy	x	Present
Ms. Renu Bahkshi	х				Yay
Ms. Michelle Burns					Nay
Mr. Timothy Collier - Chair	x				Absent
Mr. Robert Cummings					Didn't vote, but presen
Ms. Alexius Golden Cook				М	Move
Dr. Angelica Hardee	х			2nd	Second
Dr. Camille Jones	х	М			
Mr. John Kachuba	х				
Dr. Philip Lichtenstein	х	2nd	М		
Ms. Luz Schemmel	х				
Ms. Debra Sellers	х		2nd		
Ms. Jen Straw					
Ms Erica White-Johnson	х				
Dr. Bernard Young	x				
Motion Result:	Quorum	Passed	Passed		

STAFF/Attendees			
Sa-Leemah Cunningham (clerk)	х		
Joyce Tate	х		
Mark Menkhaus Jr	х		
Edward Herzig, MD	х		
David Miller	х		
Yury Gonzales, MD	х		
Nick Taylor, MD	х		



adjourned 6:41pm



DATE:	February 12, 2025
TO:	City of Cincinnati Primary Care Board of Governors
FROM:	Joyce Tate, CEO
SUBJECT:	CEO Report for February 2025

#### Immigration Executive Order and City Response

- There have been very little detailed directions given as far as immigration and the executive orders.
- Leaderships is checking with legal representatives for training opportunities and may seek outside opportunities to bring in training as well.
- If there is an ICE raid, staff will need to be trained in what to do and who to contact. Front desk staff will be trained on who to contact if that happens.
- The census has dropped since the Executive Orders have been put in place out of fear of the ICE raid—especially the Price Hill location which has a large Hispanic census.
- Ms. Tate and leadership are discussing bringing in telehealth services and building those capabilities.
- No PHI information would be released, as protected by HIPAA.

#### **CEO Evaluation**

• Mr. Collier will be sending board feedback from the CCPC Board for Ms. Tate's CEO evaluation.

#### Braxton Cann Signage Update

• The new sign is up at the Braxton F. Cann Health Center. The Commissioner held a sign unveiling and dedication on Tuesday, January 14, 2025, at 3pm. Ms. Cunningham sent out an invitation to the board.

#### Ohio Medicaid and HRSA Payment Management System Update

- The Ohio Medicaid portal went down, and people couldn't process claims.
- The HRSA Payment Management System also went down. According to reports it may have been caused by too many drawdowns coming in at the same time from health centers and other entities that receive federal funding before the potential freeze.

#### Capital Projects—Roberts Academy and Crest Smile Shoppe

- Roberts Academy is moving along—currently choosing equipment and furniture. Opening is still delayed, coming soon, and progressively going forward.
- Crest Smile Shoppe is still delayed due to federal funding. This project is still in the works, but the timeline is TBD due to new administration.

#### New Provider Updates – Dr. Yury Gonzales

• Dr. Gonzales has new medical providers to be introduced to the board.

#### Interdepartmental Correspondence Sheet



Date: 1/28/2025

To: MEMBERS of the BOARD of HEALTH

From: Grant Mussman, MD MHSA, Health Commissioner

Copies: Leadership Team, HR File

#### Subject: PERSONNEL ACTIONS for January 28, 2025 BOARD of HEALTH MEETING

#### **NON-COMPETITIVE APPOINTMENT – pending EHS and/or background check**

#### MICHELLE BURCH PUBLIC HEALTH PEDIATRICIAN CCPC

(Promotional vacancy)

Salary Bi-Weekly Range: \$5,946.47 to \$8,027.74 General Fund A highly skilled and dedicated Medical Director and Pediatrician with over a decade of experience in both clinical and administrative roles. Currently serving as the Medical Director for Butler County General Health District, she leads a team of healthcare professionals in providing comprehensive public health services, including disease prevention, health promotion, and environmental protection. She offers expert medical guidance across various health initiatives, including infectious disease management, vaccinations, harm reduction, and maternal-child health.

#### GABRIELA GONZALEZ- CANTORAN PUBLIC HEALTH CCPC PEDIATRICIAN

(Resignation vacancy)

Salary Bi-Weekly Range: \$5,946.47 to \$8,027.74 General Fund Dr. Gabriela Gonzalez-Cantoran is a dedicated resident physician at Cincinnati Children's Hospital Medical Center, with an expected residency completion in July 2025. She holds a Doctor of Medicine degree from the University of Illinois College of Medicine and a Bachelor's in Latino/a Studies from Northwestern University. Her commitment to diversity and social justice is evident through her leadership roles in organizations like the Latino Medical Student Association and her receipt of the Hector Perez Garcia, MD Social Justice Award. Dr. Gonzalez-Cantoran also brings valuable community engagement experience, having volunteered extensively in free clinics and mentorship programs, particularly supporting underserved and Spanish-speaking populations.

### PERSONNEL ACTIONS for January 28, 2025, BOARD of HEALTH MEETING Page 2 of 2

#### NON-COMPETITIVE APPOINTMENT -pending EHS and/or background check

#### CARA HARRIS-CLARK PUBLIC HEALTH NURSE 2 CCPC

(Transfer vacancy)

Salary Bi-Weekly Range: \$2,374.81 to \$3,206.05 Revenue Fund Cara Harris, RN, brings over 10 years of comprehensive nursing experience, specializing in Women Reproductive Health and Wellness with the TriHealth Hospital System. Cara's OB/GYN experience has been based in inpatient and outpatient settings. She also serves as a team ambassador and training for new Registered Nurses working in Labor and Delivery. Cara is deeply committed to providing compassionate care to underserved patient populations, demonstrating her dedication to addressing healthcare inequities and improving outcomes for vulnerable communities.

#### KELSEY KUNATH

DIETITIAN

#### WIC PROGRAM

(Resignation vacancy) Salary Bi-Weekly Range: \$2,295.94 to \$3,085.55 Grant Fund Kelsey Kunath received her undergraduate degree from the University of North Dakota and her master's degree from the University of Cincinnati. She has experience working as Certified Nurse's Assistant and managing missionary groups on campus. During her internship program she had a rotation in a WIC office. She has an interest in community nutrition to assist with access to food and education to make an early impact on life.

#### **BRANDY NOBLE**

#### PUBLIC HEALTH NURSE 2 CCPC

(Resignation vacancy) Salary Bi-Weekly Range: \$2,374.81 to \$3,206.05 Revenue Fund Brandy Noble, RN, brings 12 years of comprehensive nursing experience, specializing in critical care, emergency department, and agency acute care staffing across diverse healthcare settings, including Mercy Hospital and the University of Cincinnati Medical Center. Currently pursuing a master's in education, Brandy is deeply committed to providing compassionate care to underserved patient populations, demonstrating her dedication to addressing healthcare inequities and improving outcomes for vulnerable communities.

### LAKEYSHA POWERS MEDICAL ASSISTANT CCPC (Other)

Salary Bi-Weekly Range:\$2,052.24 to \$2,167.95Revenue FundMs. Powers completed her training to become a medical assistant from The Christ College of Nurs-ing<br/>and Health Sciences in August of 2022. Since October 2022, Ms. Powers has worked at the University<br/>of Cincinnati Physician's office. Her duties include the following front and back-office tasks:<br/>scheduling, patient rooming, administering injections/vaccines, and completion of CLIA lab testing for<br/>patients. Ms. Powers has also worked briefly at TriHealth Rehabilitation Hospital in housekeeping.

Ms. Powers is a current patient of CCPC and feels that she wants to contribute to the excellent care she receives from CHD. She wants to continue to grow as a medical assistant in the School Based Health Center Program. Her varied skills and knowledge will benefit the school health program.



DATE: February 12, 2025

TO: City of Cincinnati Primary Care Governing Board

**FROM**: Mark Menkhaus, Jr., CFO

**SUBJECT:** Fiscal Presentation December 2024

#### **Fiscal Presentation**

Fiscal Presentation for December 2024.

- For FY25, as of December 2024, Cincinnati Primary Care had a net loss of \$2,766,452.38.
- In FY24, December had a net gain of \$246,220.32. Comparing FY25 with FY24 shows a decrease of \$3,012,672.70. This decrease is due to lower revenue and higher expenses.
- Revenue decreased by \$958,023.57 from FY24. The decrease is in Medicaid revenue.
- Expenses increased by \$2,054,649.13 from FY24. The increase is due in part to COLAs and the corresponding fringes. Increases are also due to the timing of invoices paid (ex. LabCorp was paid \$372,452.61 in FY24 but was paid \$483,836.35 in FY25. Also, Cardinal Health was paid \$571,365.58 in FY24 but was paid \$750,288.52 in FY25. However, University of Cincinnati Physicians was paid \$253,575 in FY24 but was paid \$187,416 in FY25.)
- Here are charges for disaster regular hours and overtime related to COVID-19 for FY25 and FY24 for December.

Community Health Centers					
Type Labor Cost FY25 FY24					
Disaster Regular	\$9,844.48	\$10,377.76			
Disaster Overtime	\$ 0.00	\$ 0.00			
Total	\$9,844.48	\$10,377.76			

School Based				
Type Labor Cost	FY25	FY24		
Disaster Regular	\$0.00	\$968.38		
Disaster Overtime	\$0.00	\$ 0.00		
Total	\$0.00	\$968.38		

#### **December Payor Mix Highlights:**

	Medicaid	Commercial	Medicare	Self-Pay
Medical	-7%	0%	-1%	3%
Dental	-7%	1%	0%	3%
School-Based Medical	-5%	-2%	0%	9%
School-Based Dental	-6%	-2%	0%	4%
Behavioral Health	-10%	0%	2%	-3%
Vision	-5%	-1%	-1%	7%

#### Accounts Receivable Trends:

• The accounts receivable collection effort for December for 90-days is 23% and for 120-days is 12%. Our aim for the ideal rate percentage for 90-days is 20% and our 120-days is 10%. The rate for 90-days increased by 6% from the previous month and the rate for 120-days increased by 5% from the previous month.

#### Days in Accounts Receivable & Total Accounts Receivable:

• The days in accounts receivable have decreased from the month before by 0.9 days. The days in accounts receivable are below average (by 0.7 days) of the past 13 months at 36.3 days.



#### City of Cincinnati Primary Care Profit and Loss with fiscal year comparison December 2023 - December 2024

	FY25 Actual	FY24 Actual	Variance FY25 vs FY24
Revenue			
8556-Grants\Federal	\$3,150,575.53	\$1,794,167.98	75.60%
8571-Specific Purpose\Private Org.	\$9,000.00	\$0.00	0.00%
8617-Fringe Benefit Reimbursement	\$0.00	\$0.00	0.00%
8618-Overhead Charges - Indirect Costs	\$61,340.00	\$0.00	0.00%
8733-Self-Pay Patient	\$459,615.22	\$456,075.22	0.78%
8734-Medicare	\$2,663,184.15	\$2,592,201.17	2.74%
8736-Medicaid	\$2,038,928.09	\$4,995,178.12	-59.18%
8737-Private Pay Insurance	\$617,342.64	\$616,923.18	0.07%
8738-Medicaid Managed Care	\$3,376,659.19	\$3,165,892.51	6.66%
8739-Misc. (Medical rec.\smoke free inv.)	\$38,540.73	\$213,765.83	-81.97%
8932-Prior Year Reimbursement	\$59,229.25	\$29,945.25	97.79%
416-Offset	\$2,878,869.16	\$2,447,158.27	17.64%
Total Revenue	\$15,353,283.96	\$16,311,307.53	-5.87%
Expenses			
71-Personnel	\$9,186,960.42	\$8,017,765.55	14.58%
72-Contractual	\$2,836,504.63	\$2,670,557.78	6.21%
73-Material	\$1,363,086.83	\$1,012,485.55	34.63%
74-Fixed Cost	\$1,045,461.50	\$935,423.13	11.76%
75-Fringes	\$3,687,722.96	\$3,428,855.20	7.55%
Total Expenses	\$18,119,736.34	\$16,065,087.21	12.79%
Net Gain (Losses)	(\$2,766,452.38)	\$246,220.32	-1223.57%

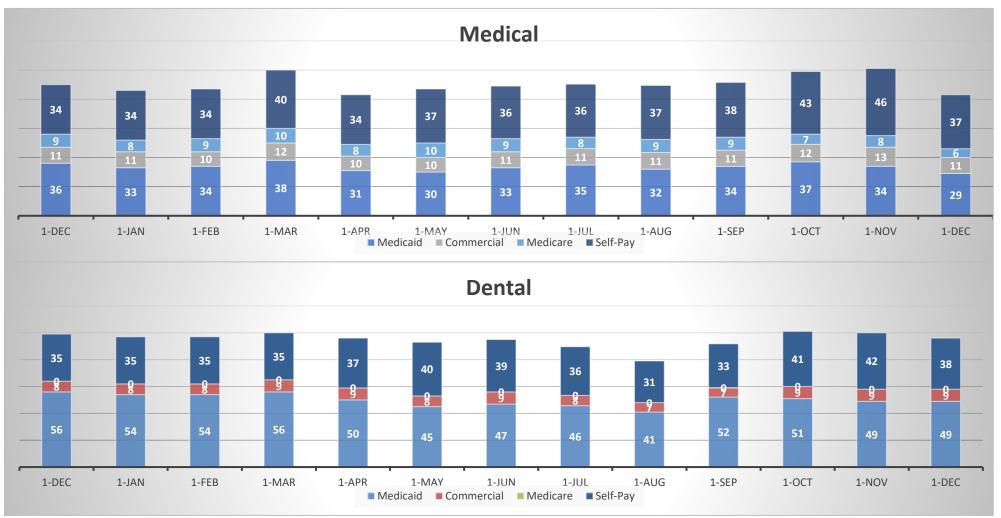
CHD/CCPC Finance Update February 12, 2025

# Revenue Presentation

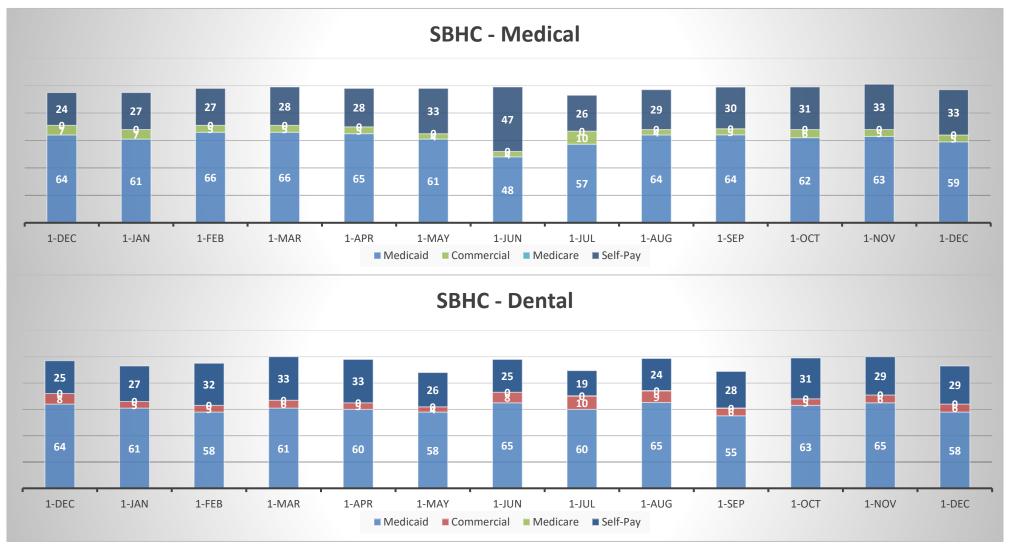
# Monthly Visit Revenue



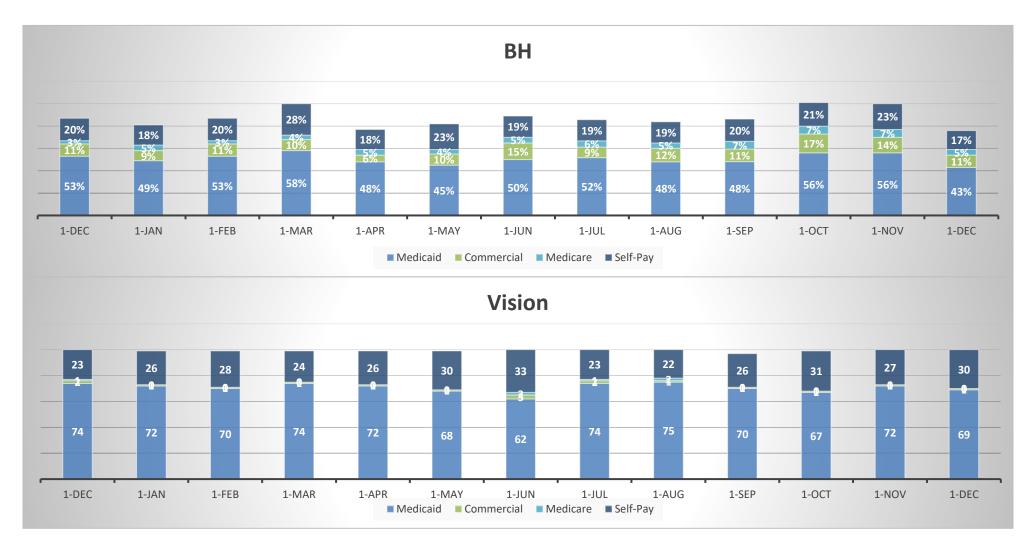
# Payor Mix



# Payor Mix

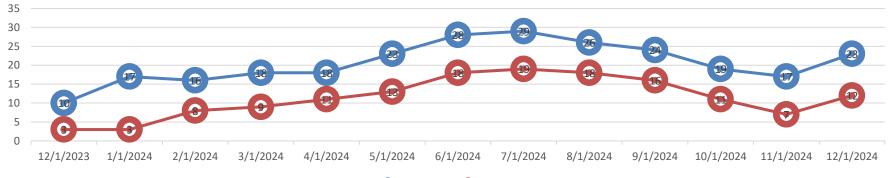


# Payor Mix

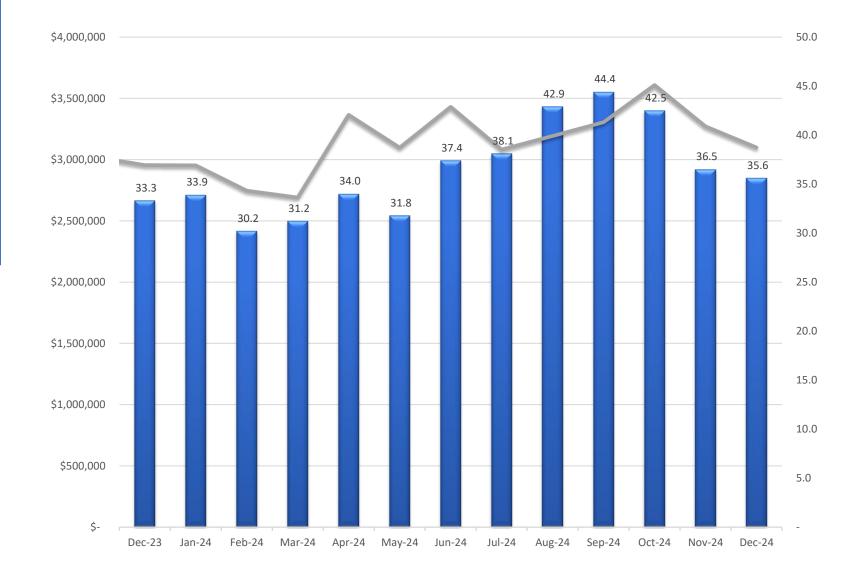


### AR Trends

Aging Period	Insurance December	Patient - All December		Patient - Not on Pmt Plan		
	Detember	Detember	Determoer	December	Detember	Detember
0 - 30	\$1,108,503	\$117,449	\$487	\$116,963	\$1,225,952	39.55%
31 - 60	\$430,440	\$137,098	\$1,364	\$135,734	\$567,538	18.31%
61 - 90	\$429,718	\$151,974	\$912	\$151,062	\$581,692	18.77%
91 - 120	\$255,437	\$106,337	\$374	\$105,963	\$361,774	11.67%
121 - 150	\$188,288	\$37,125	\$304	\$36,821	\$225,413	7.27%
151 - 180	\$79,114	\$8,619	\$72	\$8,548	\$87,733	2.83%
181 - 210	\$47,285	(\$4,355)	\$393	(\$4,748)	\$42,930	1.38%
211+	\$140,577	(\$133,837)	\$952	(\$134,789)	\$6,741	0.22%
Total	\$2,679,363	\$420,411	\$4,858	\$415,553	\$3,099,774	
% > 90	27%	3%	43%	3%	23%	
% > 120	17%	-22%	35%	-23%	12%	



### Day in AR & Total A/R

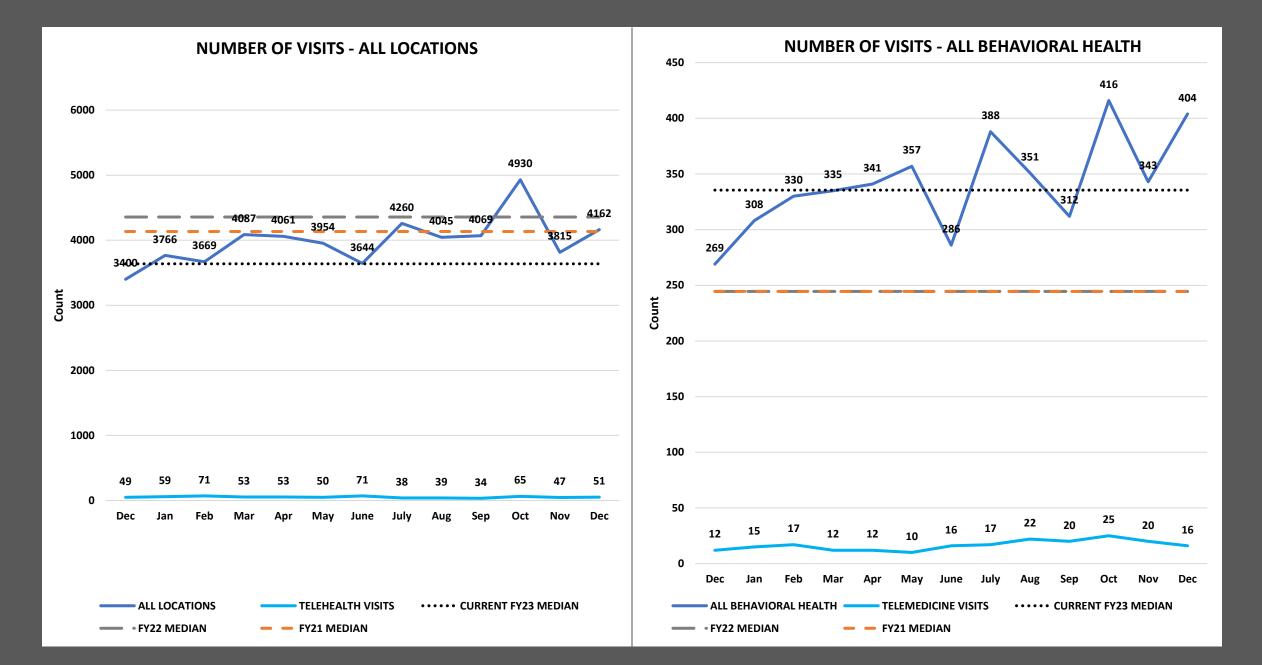


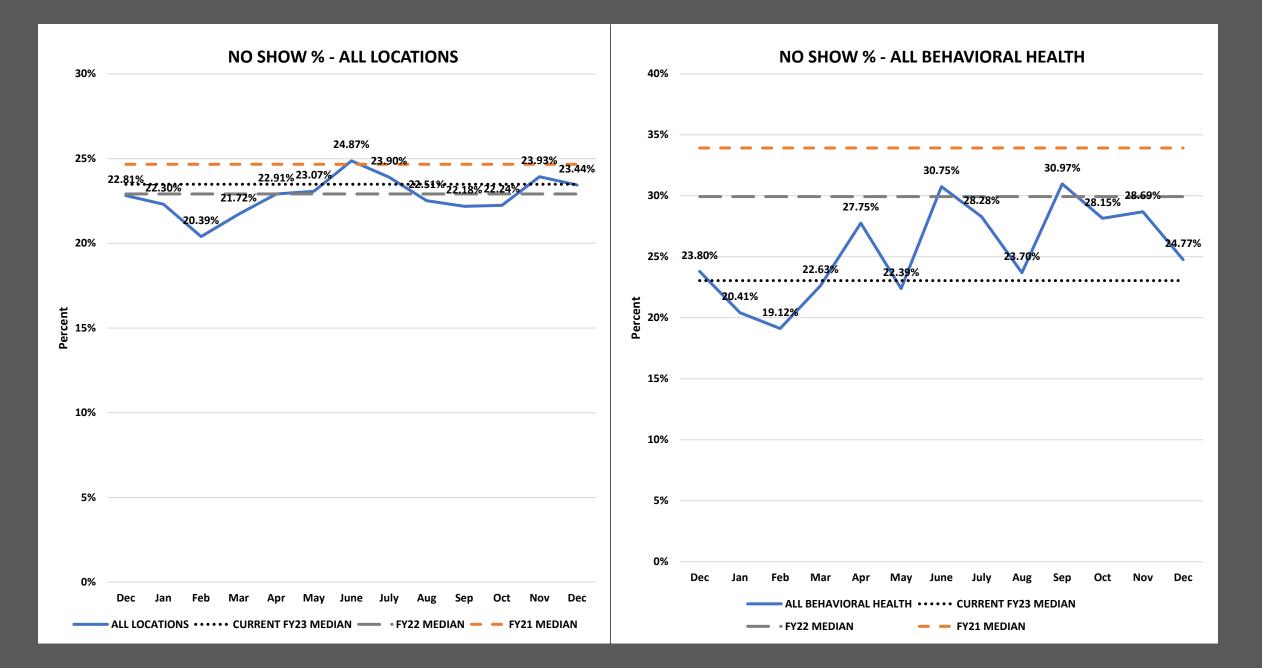
Days AR — Total AR

## **CCPC Board Meeting – Efficiency Update**

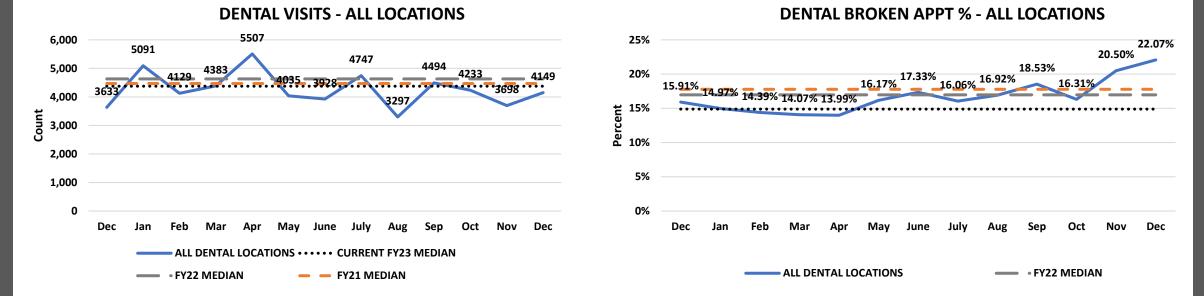
February 2025

### **Medical/Behavioral Health**

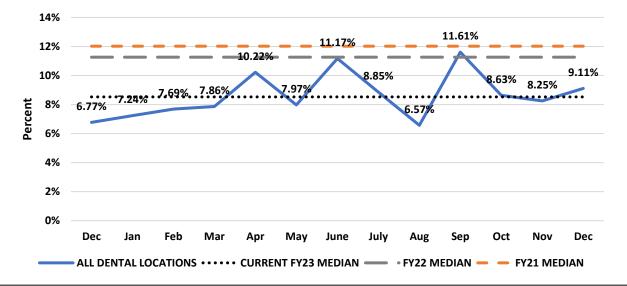




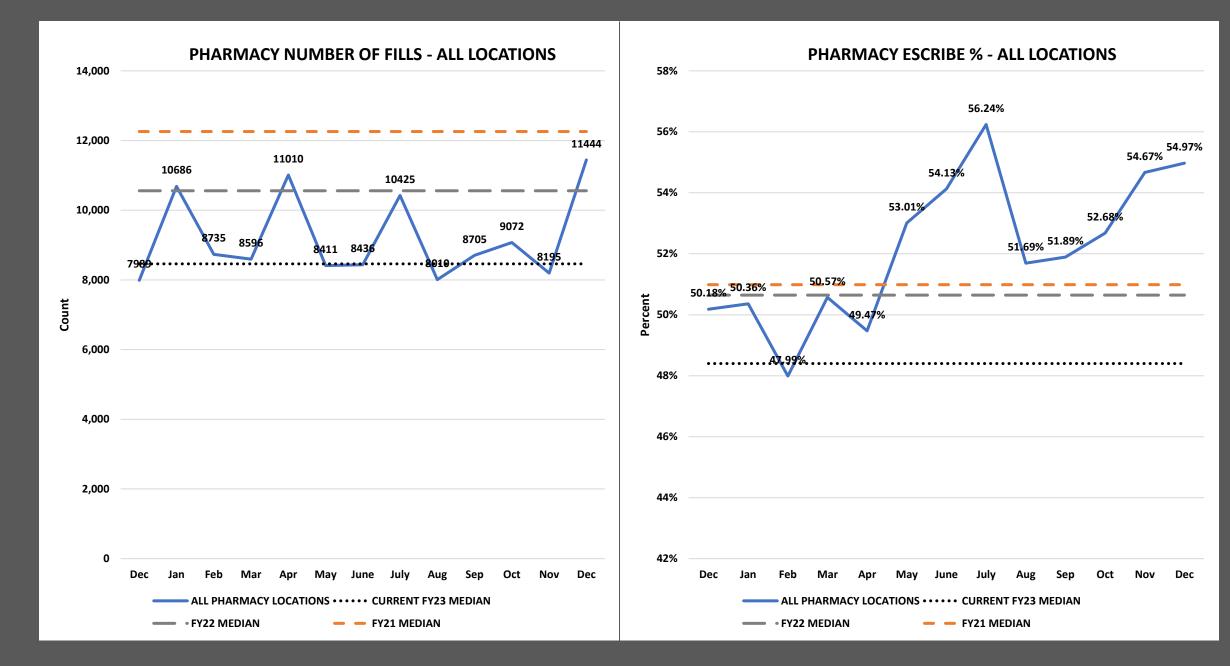
### Dental



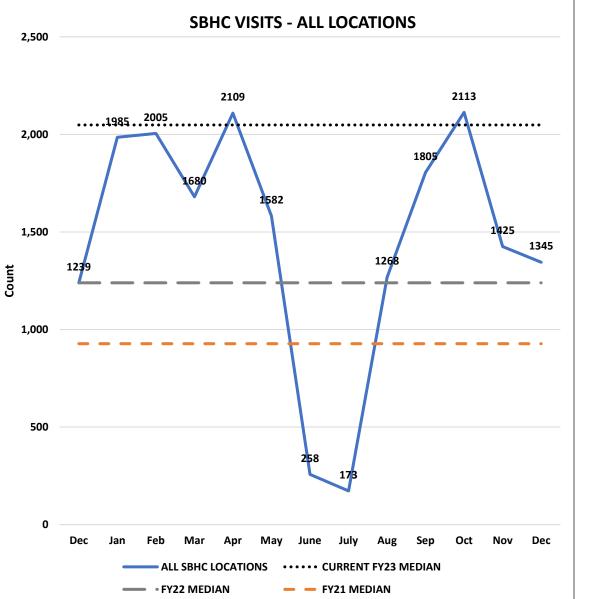
**DENTAL NEW PATIENT % - ALL LOCATIONS** 

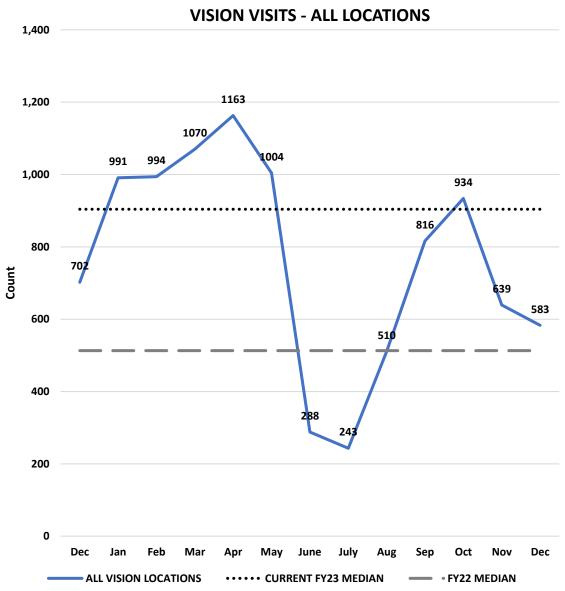


# Pharmacy



### **School Based Health Centers**



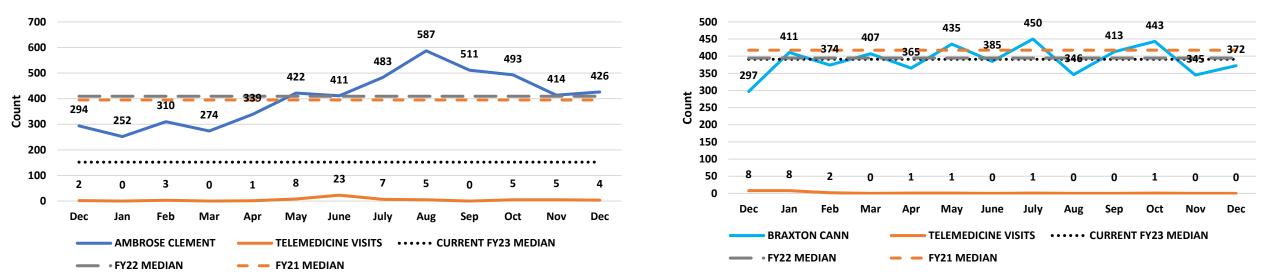


# **Supplemental Slides**

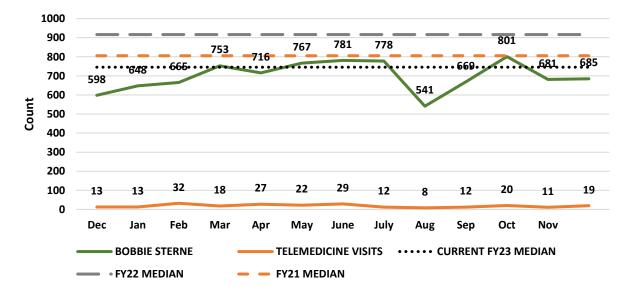
### VISITS

AMBROSE

#### **BRAXTON CANN**



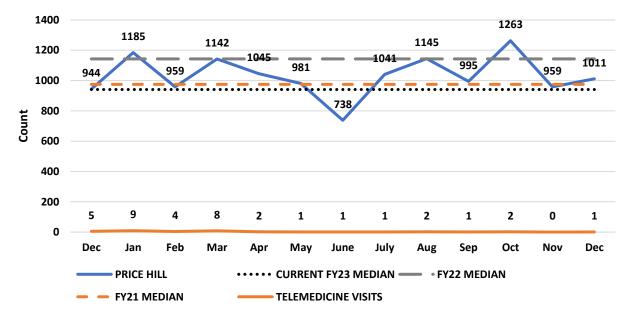
**BOBBIE STERNE** 



### VISITS

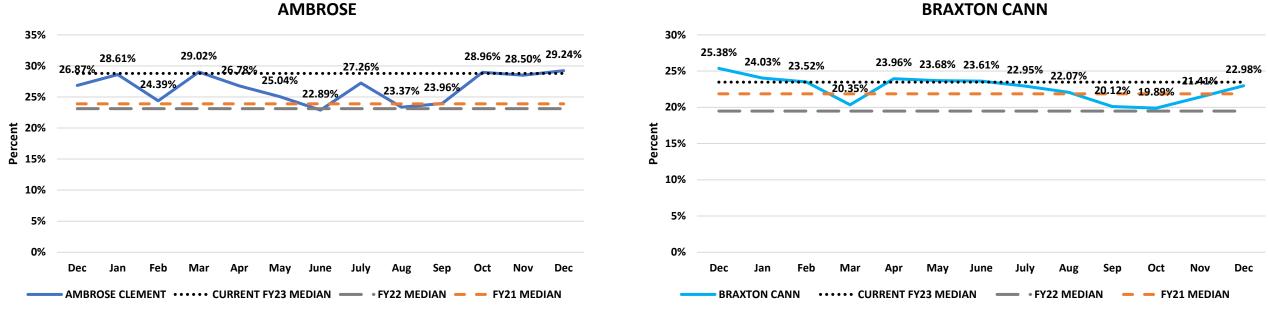
#### NORTHSIDE MILLVALE 900 800 806 708 686 800 635 700 673 657 587 643 629 700 548 600 528 521 526 525 589 585 <u>569</u> 550 548 600 458 463 500 402 ---.... 470 Count 500 tuno 500 400 400 300 300 200 200 100 100 11 13 11 11 11 14 2 1 8 8 2 0 0 2 2 2 0 0 0 0 1 0 0 0 0 Dec Jan Feb Mar May June July Aug Sep Oct Nov Dec Dec Jan Feb Mar Apr May June July Aug Sep Oct Nov Dec Apr MILLVALE TELEMEDICINE VISITS ••••• CURRENT FY23 MEDIAN NORTHSIDE TELEMEDICINE VISITS •••••• CURRENT FY23 MEDIAN • FY22 MEDIAN 🗕 🗕 FY21 MEDIAN • FY22 MEDIAN FY21 MEDIAN

**PRICE HILL** 

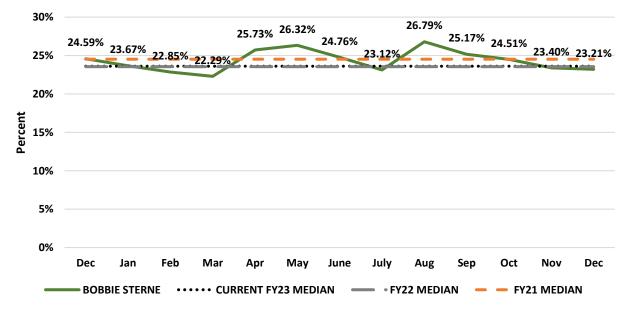


### **NO SHOW PERCENT**

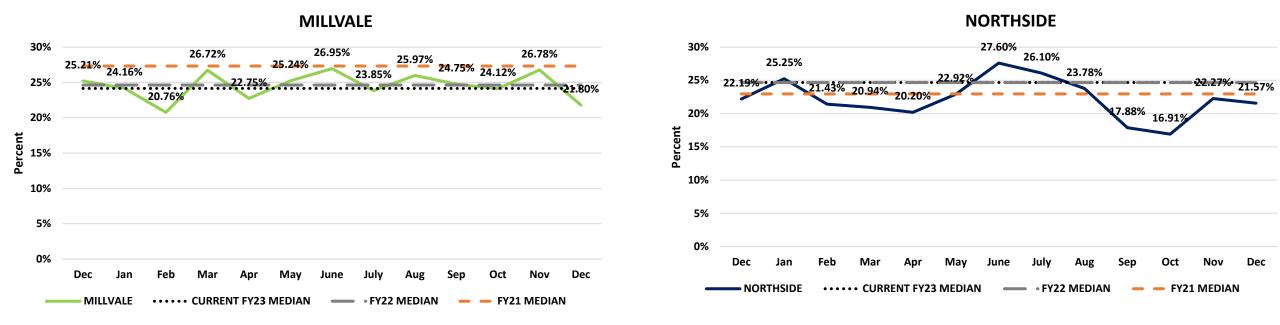
#### **BRAXTON CANN**



**BOBBIE STERNE** 



### **NO SHOW PERCENT**



**PRICE HILL** 

