

WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNING COUNCIL REGULAR MEETING
MINUTES
12/5/2018

MEMBERS PRESENT

Marie Lindsey, Chairman
Vernice Warren, Vice-Chairman
Eloy Ramirez, Treasurer
Judy Easley, Secretary
George Mora
Edith Cline-Kabba
Paul Lauridsen
Alan Dyche

MEMBERS ABSENT

Cathi Niewinski - excused
Cindy Brassea - excused

WCCHC STAFF PRESENT

Dr. Jennifer Byrd, Chief Medical Officer
Stacy Baumgartner, Director of Operations
Mary Kilbride, Executive Assistant

WCCHC STAFF ABSENT

Mary Maragos, Chief Executive Officer

WCHD STAFF PRESENT

Sue Olenek, Executive Director
Elizabeth Bilotta, Director of Administrative Services

OTHERS PRESENT

Kevin Meyers, Assistant State's Attorney

I. CALL TO ORDER

The regular meeting of the Will County Community Health Center Governing Council was held at the Will County Community Health Center, 1106 Neal Avenue, Joliet, Illinois. Ms. Marie Lindsey, Chairman, called the meeting to order at 4:53p.m.

ROLL CALL AND DETERMINATION OF QUORUM – **Quorum present.**

Pledge of Allegiance

II. MISSION STATEMENT

Mr. Ramirez read the Mission Statement

III. APPROVAL OF MINUTES

A **motion** was made by Mr. Lauridsen and **seconded** by Ms. Easley to accept the November 7, 2018 meeting minutes as written. **Motion carries.**

IV. No Chairman Comments

V. CEO Report

Dr. Byrd reviewed the CEO reports:
Approval of Walgreens Amendment

- The following initiatives are being tackled in 4th quarter, 2018:
 1. Suboxone/Medication Assisted Treatment
 2. Integrated Health Homes
 3. Monee expansion
 4. Meaningful Use
 5. Recruitment

6. UDS/HEDIS

Each group will report weekly to each other on their progress. Ms. Maragos and Ms. Perez attended a community group about Substance Use Disorder collaboration on 10/31/18. We are formulating a plan to increase access to care for Detention Center inmates with substance use disorders. This introduction to Family Guidance Center is fostering a relationship for primary care referrals in the near future.

- Ms. Andrae attended sessions about the upcoming Integrated Health Homes at the IPHCA conference. We still await final rules on participation. We are planning to post for a Care Coordination Supervisor, a position required for participation in the IHH initiative.
- Ms. Maragos will be applying for a Change of Scope to HRSA to add the Monee location within the next week. A project plan for opening the new site is being developed.
- Mr. Cirullo has developed biweekly reports, so providers can be kept aware if they are meeting their targets such as patient portal use, patient education, electronic prescribing, etc.
- Ms. Baumgartner is working on a recruitment plan to help us organize our staffing needs, communicate with HR, and develop a proactive approach to filling our positions.
- The UDS annual report for HRSA is due in February; for the first time this year we can develop monthly reports on our progress and head off last-minute problems with reporting and data collection. HEDIS measures are similar; they provide objective documentation of improved quality of care and patient health outcomes. Ms. Andrae and Ms. Montemayor monitor these and report to the providers on a quarterly basis. We can get annual bonuses from the various insurers for meeting and exceeding quality benchmarks. Updates will be given to GC on each provider at the Strategic Planning session in December.
- Ms. Maragos gave an update of the unduplicated patients: In October of 2017 we were at 1304, and are currently at 10,617 in October of 2018.

CMO Report

- Dr. Byrd presented the staffing updates for the Center. Ms. Lindsey questioned if there is anything we can do to increase salaries for the providers to make the Center more marketable? Ms. Bilotta stated we need to stay within the levy budget. Mr. Lauridsen questioned the possibility of getting residents/medical students program together. Dr. Byrd stated she will be meeting with U of C soon.
- There will be four (4) providers that will be prescribers for MAT. A local FQHC Chief Medical Officer is planning an education conference and sharing lecture for our staff. This discussion will include general information about Suboxone, lessons learned in setting up their Suboxone clinic, and practical prescribing guidance. Mr. Mora questioned if a person needs a referral in order to come here for Suboxone? Dr. Byrd responded that a patient needs a clean period of 7- 10 days in order to come to the clinic. If they are actively using drugs, then we will have patient go to a hospital environment for induction.
- Dr. Byrd attended the Annual Illinois Primary Health Care Association conference in St. Louis.

Revenue Report

- Dr. Byrd presented the revenue report ending in October. Our goal was 91.7% and we are currently at 93.1%

Expenditures

- Dr. Byrd presented the expenditures report ending in October. The target was 83.2% and we are currently at 84%.

Statistical Report

- Dr. Byrd presented the Divisional Statistical Report for October. Ms. Warren asked if we get referrals directly from the hospitals? Dr. Byrd said "yes" the hospital generally refers patients to us if they don't have insurance. The OB patients generally do not come to the clinic after deliver. Patient tends to go to the pediatrician that they see in the hospital.
- Mr. Lauridsen questioned what the difference was from contractual provider vs. obstetrical provider? Dr. Byrd stated some providers are contractual PRN or as needed basis and the other four are employees of the Center.

VI. Discussion

- Mr. Ramirez presented a summary of the Finance Committee meeting which took place prior to GC meeting. Mr. Ramirez stated the Finance Committee agreed not to write off the 2015 and 2016 Meridian MCO balance. Discussion took place. Ms. Olenek stated it is ultimately the authority of the BOII to approve a debt write-off.
- Ms. Baumgartner presented the required Managed Care Compliance training to be done by GC members. Paperwork was handed out to members.

VII. Action

- A **motion** was made by Ms. Warren and **seconded** by Ms. Easley to approve renewal of contract with Sterling Baumwell, M.D. **Motion carries.**
- A **motion** was made by Ms. Warren and **seconded** by Mr. Ramirez to approve recredentialing for Sterling Baumwell, M.D. **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** by Ms. Easley to approve recredentialing for Christine Foster, APN. **Motion carries.**
- A **motion** was made by Mr. Udrow and **seconded** by Ms. Warren to approve recredentialing for William Udrow, Psychologist. **Motion carries.**
- A **motion** was made by Mr. Lauridsen and **seconded** by Mr. Ramirez to approve the 2019 GC/Committee meeting schedule. **Motion carries.**
- A **motion** was made to amend approval of the 2019 GC/Committee meeting schedule by Mr. Dyche and **seconded** by Ms. Warren. **Motion carries.**
- A **motion** was made by Mr. Dyche and **seconded** by Mr. Ramirez to approve the amended 2019 GC/Committee calendar. **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** Mr. Dyche to approve reducing Finance and Governance Committee hours from 1 hour to ½ hr. Meetings will begin at 5:00pm-5:30pm. Quality Committee will continue to be one hr. meeting. **Motion carries.**
- A **motion** was made by Mr. Lauridsen and **seconded** by Mr. Ramirez to approve contract with REAP Healthcare Agents for provider recruitment. **Motion carries.** Ms. Olenek stated that this was not budgeted for and only through nutrition can we utilize this contract.
- A **motion** was made by Ms. Warren and **seconded** by Ms. Easley to approve the MOU with OSIS to join their Health Center Controlled Network. **Motion carries.** Ms. Olenek wanted it noted that she has not seen this contract and has some concerns.
- A **motion** was made by Mr. Ramirez and **seconded** by Ms. Easley to table the MOU with OSIS. **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** by Ms. Easley to approve Walgreens amendment to add new stores to the 340B arrangement. **Motion carries.** Ms. Lindsey questioned why a few Walgreens were not chosen? e.g. Walgreens at Rt. 30 and Schoolhouse and Walgreens at Silver Cross hospital. Dr. Byrd will check into this.
- A **motion** was made by Mr. Ramirez and **seconded** by Mr. Dyche to approve MOU with University of St. Francis. **Motion carries.**

VIII. COUNCIL MEMBERS' CONCERNS AND COMMENTS:

- IX. PUBLIC COMMENT:** No comments stated

- X. A **motion** was made by Mr. Dyche and **seconded** by Ms. Easley to adjourn the meeting at 6:08pm. **Motion carries.**

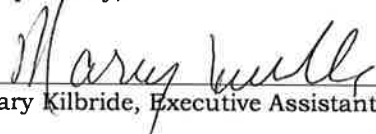
XI. NEXT MEETING

Wednesday, January 9, 2019
Wednesday, January 9, 2019

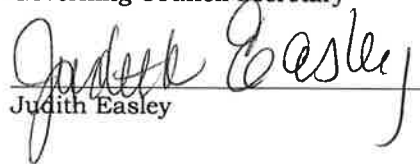
Quality Committee
Governing Council

4:30pm-5:30pm
5:30pm-7:00pm

Prepared by,


Mary Kilbride, Executive Assistant

Governing Council Secretary


Judith Easley