

WILL COUNTY COMMUNITY HEALTH CENTER  
GOVERNING COUNCIL REGULAR MEETING  
MINUTES  
2/6/2019

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**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Vernice Warren, Vice-Chairman  
Cathi Niewinski

**WCCHC STAFF PRESENT**

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

**WCHD STAFF PRESENT**

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

**OTHERS PRESENT**

Kevin Meyers, Assistant State's Attorney  
Deb Kornacker, potential GC member

**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 5:36p.m.

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

Pledge of Allegiance

**II. MISSION STATEMENT**

Ms. Brassea read the Mission Statement

**III. APPROVAL OF MINUTES**

A **motion** was made by Ms. Brassea and **seconded** by Ms. Easley to accept the January 9, 2019 meeting minutes as written. **Motion carries.** Ms. Lindsey stated that IPHCA be spelled correctly (delete one A).

**IV.** Ms. Lindsey introduced potential Governing Council member Deb Kornacker. Ms. Kornacker gave a brief summary of her background and qualifications. She will be unable to attend the April/May Governing Council meetings as she has previous commitments.

#### V. CEO Report

- Ms. Maragos discussed the current WCCHC Management Projects taking place. Dr. Byrd provided care to our first Suboxone patient in January. Sia Battersby is providing case management. Our new psychiatrist, Dr. Thomas began work on January 28<sup>th</sup> ; he was previously suboxone certified and will need to renew.
- There is no progress on the Integrated Health Homes. We do not have any candidates yet for the Care Coordination Supervisor position. We aim to obtain MOUs with Silver Oaks Hospital and Family Guidance Center in the month of February.
- HRSA just released a funding opportunity for a New Access Point grant, for up to \$650,000 per year indefinitely. 75 awards will be given nationally, and announced on September 1. We have to decide to either submit for this grant, or ask for a change of scope to add a new site; both cannot be done simultaneously. Later in the meeting, we will ask the GC for their direction on this.
- Final reports are being prepared for Meaningful Use. Documentation will be submitted for 2018 by the end of February.
- We are on target for the February 15, 2019 submission to HRSA.
- Ms. Maragos gave an update of the unduplicated patients: For 2017 we were at 12,669, and are currently at 11,597 for 2018. We are down 8.5%. Our provider staffing was down 17.4%
- The Governing Council will be asked for their approval to adopt the 2019 Federal Poverty Guidelines. This influences our sliding fee scales for medical, dental, and behavioral health services, allowing for a slightly higher income at 100% of the poverty level due to inflation.
- Effective 4/1/19 we plan to add 6 new Walgreens locations: 4 specialty pharmacies and 2 sites in New Lenox. The GC will be asked for approval to add these locations.
- OSIS who provides our E.H.R. hosting and support, plans to apply for the 2019-2022 Health Center Controlled Network (HCCN) grant from HRSA (HRSA-19-011). The purpose of this funding opportunity is to support health centers to leverage health IT to increase their participation in value-based care. All activities will include services from OSIS that are above and beyond what we currently receive with our OSIS membership, for no additional cost.
- The final Strategic goals and objectives for 2019 are ready for final approval by the GC this month.
- Ms. Maragos is requesting the Center contract with Afaxys, Inc. Group Purchasing Program in order to get best pricing on our long-acting contraceptives, such as IUDs.
- PHMC is applying for a grant from PCORI (Patient-Centered Outcomes Research Institute) and requesting our participation in a proposed study. The study involves identifying individuals with chronic pain and offering an opportunity to participate in a group therapy project.

#### CMO Report

- Dr. Byrd and the Director of Operations participated in a quarterly *Title X, statewide conference call*. This lecture was being provided as PrEP offerings in community health centers.
- The Family Planning mid-year work plan update has been prepared and is on pace to be sent in a timely manner on Friday, January 25, 2019.
- Medication Assisted Treatment (MAT) progress report was sent to HRSA upon their request. The report was centering around our Substance Use Disorder and Mental Health Grant. The health center was asked to report on our successes and barriers during our implementation of the program. The following was reported to our funders:

##### **Issues and Barriers:**

- \* The primary initial barrier was recruiting providers to prescribe. The feedback obtained from providers was that there was a perception of danger in prescribing Suboxone. This perception stemmed from a lack of information about MAT in general and that since additional training was required, this implied an increased risk for prescribing. This barrier was overcome once our Program Guide was written and a comprehensive education was provided to perspective prescribers regarding the philosophy and history of MAT. A second barrier was developing a *24 hour/7 day per week On-Call system* for patient access, one that

was properly staffed with clinically knowledgeable individuals, and with individuals who had a specific knowledge of MAT. Not every provider in our existing 24 hr. on-call rotation was a MAT prescriber. This barrier was overcome by beginning our 24/7 on-call team with a group of three individuals for our MAT Planning Team (one provider, one administrator and one nurse). Lastly, difficulty was found in the recruitment of additional staff, specifically a Mental Health Advanced Practice Nurse who desired to focus her practice on this sub-specialized program. We will continue to recruit for this APN.

**Successes and Lessons Learned:**

- \* All prescribers found the access, content, and process of the Online Suboxone training to be impeccable. We found community partners in our community and sought out collaboration with five places of incarceration in our County.
- **Substance Abuse experts:**  
One is our Therapist whom has worked in the field of Substance Abuse Rehabilitation for the first ten years of his practice; and the other is our Behavioral Health Case Manager whom has specialized training in Substance Abuse. We also have an internal Pharmacy, which allows for easy access to the MAT medications, and given that the medications are housed in the Pharmacy area proper, these released us from the responsibility of having to create a secured area for storage of these medications.
- **Recruitment/Staffing:**  
Dr. Byrd discussed the openings currently available at the Center.

**Revenue Report**

Ms. Maragos presented the revenue report ending in December. Our target was 8.3% and we came in at 5.1%.

**Expenditure**

Ms. Maragos presented the Expenditure report. Discussion took place.

**BOH Statistical Report**

Ms. Maragos presented the BOH Stat Report. Discussion took place.

**VI. DISCUSSION**

- Mr. Ramirez presented a summary of the Finance Committee meeting which took place prior to GC meeting. He discussed the proposed 2019 dental sliding fee schedule and flat fee. He also discussed the proposed approval of 2019 Federal Poverty Guidelines, including the minimum fees for medical and behavioral health. The Finance Committee approved the above fees.
- Ms. Maragos presented the Strategic Directions and Goals for 2019. Discussion took place.
- Ms. Maragos presented the Continuous Quality Improvement and Performance Management Plan, 2019 (CQIPM). She discussed the changes that have been made. Ms. Lindsey stated that since the Quality Committee has not met and discussed this yet, possibly we delay approving until next month. Ms. Olenek questioned who would be the designee for the Dental Program Manager, and Clinic Manager in the CQIPM Plan since those positions are vacant at this point? Ms. Maragos stated the CMO and CDO would take responsibility.
- Ms. Maragos discussed the Monee site: New Access Point vs. Change of Scope application. Discussion took place on the “need” scores and strength of the proposal for this very competitive application.

**VII. ACTION**

- A **motion** was made by Mr. Ramirez and seconded by Ms. Easley to approve Dental Fee Schedule for 2019. **Motion carries.** After discussion of the proposed dental fees, and comparable fees in our service area, it was agreed that the minimum fees and fee schedule pose no barriers to access to care.
- A **motion** was made by Mr. Ramirez and seconded by M. Brassea to approve the 2019 Federal Poverty Guidelines. **Motion carries.** After discussion of the proposed minimum fees for medical and behavioral health visits, and comparable fees in our service area, it was agreed that the minimum fees and fee schedule pose no barriers to access to care.

- A **motion** was made by Mr. Ramirez and seconded by Ms. Cline-Kabba to approve the amendment to add 340B pharmacy locations with Walgreens. **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** by Ms. Cline-Kabba to remove from table the approval of MOU with OSIS to join their Health Center Controlled Network (HCCN). **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** by Mr. Lauridsen to approve MOU with OSIS to join their Health Center Controlled Network (HCCN). **Motion carries.**
- A **motion** was made by Ms. Easley and seconded by Ms. Brassea to remove from table the 2019 Strategic Plan. **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** by Ms. Easley to approve the 2019 Strategic Plan. **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** by Ms. Cline-Kabba to approve Afaxys Group Purchasing agreement. **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** by Mr. Lauridsen to approve the MOU with PHMC for counseling of patients with opioid addiction. **Motion carries.**
- A **motion** was made by Mr. Lauridsen and **seconded** by Mr. Ramirez to table the approval of the Continuous Quality Improvement and Performance Management Plan, 2019 (CQIPM). **Motion carries.**
- A **motion** was made by Ms. Easley and **seconded** by Mr. Ramirez to approve the renewal of contract for Dr. Jennifer Byrd, CMO. **Motion carries.**
- A **motion** was made by Ms. Easley and **seconded** by Mr. Ramirez to apply for a New Access Point in Monee. 0 = Aye 6 = Nays. **Motion denied.**
- A **motion** was made by Mr. Ramirez and **seconded** by Ms. Easley to approve Silver Cross Hospital Physician-Hospital Organization. **Motion carries.**

**VII. COUNCIL MEMBERS' CONCERNS AND COMMENTS:**

**X. PUBLIC COMMENT:** No comments stated

**XI.** A **motion** was made by Ms. Easley and **seconded** by Mr. Ramirez to adjourn the meeting at 7:27pm. **Motion carries.**

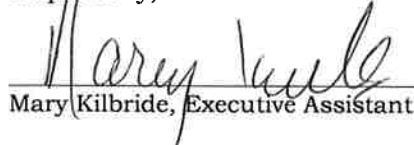
**XII. NEXT MEETING**

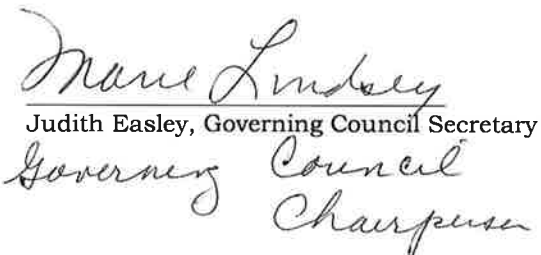
**Wednesday, March 6, 2019**  
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**Quality Committee**  
**Governing Council**

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

Prepared by,

  
Mary Kilbride, Executive Assistant

  
Judith Easley, Governing Council Secretary  
Governing Council  
Chairperson