

WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNING COUNCIL REGULAR MEETING
MINUTES
5/1/2019

MEMBERS PRESENT

Marie Lindsey, Chairman
Eloy Ramirez, Treasurer
Alan Dyche, Secretary
George Mora
Paul Lauridsen
Cathi Niewinski
Edith Cline-Kabba

MEMBERS ABSENT

Deborah Kornacker - excused
Vernice Warren - excused
Cindy Brassea - excused
Judy Easley - excused

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

Elizabeth Bilotta, Director of Administrative Services

OTHERS PRESENT

Kevin Meyers, Assistant State's Attorney
Adam Lipetz, 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 5:42p.m.

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

Pledge of Allegiance

II. MISSION STATEMENT

Mr. Dyche read the Mission Statement

III. APPROVAL OF MINUTES

A **motion** was made by Mr. Lauridsen and **seconded** by Mr. Ramirez to accept the April 3, 2019 meeting minutes as written. **Motion carries.**

IV. Chairman's Comments

Ms. Lindsey questioned Ms. Maragos as to when the requests of the Governance Council e.g. organizational chart, board authority from HRSA, and differences of GC, BOH, Will County Board will be presented. Ms. Maragos stated the organizational chart will be presented tonight and the others within the next few months.

V. CEO Report

- **United Way Site Visit and Presentation:** HRSA recommended that we not only review our fees annually, but that we base our fees off the 75th percentile of the Usual and Customary fees for our service area. We will be asking the GC to adjust our fees accordingly.

- **Grundy County Health Dept. Agreement for Mobile Dental services:** In order to increase access to care for dental services, the Grundy County Health Department received a grant from the National Assoc. of County and City Officials (NACCO) to support services provided by our mobile dental unit. They are asking us to commit to 3 days, in May, July, and August.
- **Northwestern University agreement:** Northwestern University schools of Medicine and Communication are proposing a research project to address opioid abuse and are seeking a public health collaborator. The researchers hope to identify the most effective messages for opioid overdose prevention by producing and providing narrative-style educational videos on the topic and studying factors that impact the video's effectiveness with different groups and communication styles. Our collaboration would involve allowing the videos to be shown in clinic waiting rooms, followed by anonymous questionnaires about patients' awareness of and response to the videos. They are currently seeking funding for this project from the CDC.
- **HRSA-19-100 Integrated Behavioral Health Services supplemental funding:** Later in the meeting, we will be asking the GC for its approval to apply for this annual funding to increase access to high quality integrated behavioral health services, including prevention or treatment of mental health conditions and/or substance use disorders. We can ask for up to \$145,000 per year to supplement our existing health center grant, starting 9/1/19. We plan to ask for funding for a Nurse Case Manager for our Bolingbrook location, and a Certified Medical Assistant for our Monee location.
- **Optometry services:** On Saturday April 13 we conducted free visual screenings for anyone in the community, provided by 2 faculty and 6 first-year optometry students from Midwestern University. Beginning in June 2019, 4th year optometry students will see patients for eye care on 2 days per week. Two exam rooms have been equipped with new chairs and optical equipment. The Lions of IL Foundation donated new eyeglass frames valued at \$40,000.
- **Current WCCHC Management Projects:**
 - Suboxone: nothing new to report.
 - Integrated Health Homes: no progress this past month.
 - Monee expansion: The Project Work Plan is being utilized and we are steadily making progress. Only minor renovations are needed. We plan to see our first patient at EBO on May 13. Primary care services will be added in late May.
 - Meaningful Use: nothing new to report
 - Recruitment: We have a new contract for Dr. Peter Lourgou, adult psychiatrist, who will work 20 hours per week, starting on May 20.
 - UDS/HEDIS: nothing new to report
- **Title X Family Planning Grant site visit:** 3 site visitors were hosted on 4/23-25 from the IL Dept. of Public Health, to review our Family Planning policies and procedures, compliance with annual training, and adherence to all rules and regulations. Joliet and Bolingbrook sites were audited. We uncovered some processes that need revision, such as routinizing chart audits, peer reviews, and training for new and existing staff so that last-minute preparations do not need to be made when the auditors return next year.
- Ms. Maragos gave an update of the unduplicated patients: For April, 2018 we were at 744 patients and are currently at 677 for April, 2019. We are down 5.7%.

CMO Report

There was not a CMO Report available for this month.

Revenue Report

Ms. Maragos presented the Revenue report ending in March. Discussion took place.

Expenditure

Ms. Maragos presented the Expenditure report. Our goal was 25% and we came in at 25%. Discussion took place.

BOH Statistical Report

Ms. Maragos presented the BOH Statistical Report. Discussion took place. Patient visits are down 3%. Hospital visits and deliveries are up.

Provider Productivity

The Provider Productivity report was presented and discussed.

VI. DISCUSSION

- **Finance Committee:** Mr. Ramirez presented a summary of the Finance Committee meeting (see Finance Committee mtg. minutes) which took place prior to GC meeting.
- **Organizational Chart:** The organizational chart of the Health Center was reviewed.
- **UDS 10-year trend:** The UDS 10-year trend was presented and reviewed. At the last BOH meeting, Mr. Zelko, President showed concern about the downward trend of the last 10 yrs. for the Center. He requested that the GC come up with some strategies in order to address this.
 - Ms. Lindsey stated that we have more competition than we did 10 yrs. ago. as well as struggling to get providers into the Center.
 - Ms. Maragos stated that other FQHC's are also struggling.
 - Ms. Maragos stated that the lack of a Pediatrician has affected us a great deal.
 - Ms. Maragos stated she writes grants in order to hire support staff.
 - Ms. Lindsey addressed the Health Center website and how difficult it is to maneuver around it. It is not a very informative website. Ms. Bilotta stated that the searchability has increased and improved recently.
 - Discussion of the FTE's in the past vs. current was discussed.
 - Ms. Maragos suggested the possibility of incentives for the providers and staff in the future.
 - Ms. Bilotta suggested the possibility of creating a special committee to review the UDS. Ms. Maragos will work on creating this.
 - Ms. Lindsey showed interest in being on the next HRSA call with the HRSA Project Officer. She has some concerns and questions she would like to ask.
 - Ms. Lindsey questioned if we have information on other FQHC's and if they are having the same problems getting providers? Dr. Byrd stated yes they are.
 - Ms. Lindsey requested that the UDS10 year trend be put on the June agenda for further discussion.

VII. ACTION

- A **motion** was made by Mr. Dyché and **seconded** by Ms. Niewinski to approve agreement with Northwestern University. **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** by Ms. Niewinski to approve credentialing for Dr. Caryn LaBuda - Midwestern University. **Motion carries.**
- A **motion** was made by Mr. Ramirez and **seconded** by Ms. Niewinski to approve credentialing for Marisa Ruiz, APN. **Motion carries.**
- A **motion** was made by Mr. Lauridsen and **seconded** by Ms. Niewinski to approve the renewal of contract for Dr. Husam Marshah, MD. **Motion carries.**
- A **motion** was made by Mr. Lauridsen and **seconded** by Ms. Cline-Kabba to approve the new contract with Dr. Peter Lourgos, part-time Psychiatrist. **Motion carries.**
- A **motion** was made by Mr. Dyché and **seconded** by Mr. Ramirez to approve policy BR-0020 Policies & Procedures. **Motion carries.**
- A **motion** was made by Mr. Lauridsen and **seconded** by Mr. Dyché to approve taking MedTrainer agreement off of the table. **Motion carries.**
- A **motion** was made by Mr. Niewinski and **seconded** by Mr. Lauridsen to approve the MedTrainer agreement. **Motion carries.**
- A **motion** was made by Mr. Dyché and **seconded** by Ms. Niewinski to table the approval of contract with Grundy County Health dept. Agreement for Mobile Dental services.
- A **motion** was made by Mr. Lauridsen and **seconded** by Ms. Cline-Kabba for approval to apply for HRSA FY2019 Integrated Behavioral Health Services supplement funding. **Motion carries.**
- A **motion** was made by Mr. Lauridsen and **seconded** by Mr. Ramirez to table approval of MOU with condensed Curriculum for JJC dental assisting students. **Motion carries**

VIII. COUNCIL MEMBERS' CONCERNS AND COMMENTS:

IX. PUBLIC COMMENT: No comments stated

X. A **motion** was made by Ms. Niewinski and **seconded** by Mr. Lauridsen to adjourn the meeting at 6:55pm. **Motion carries.**

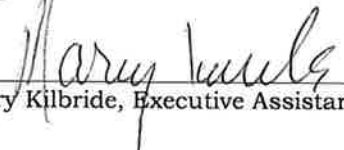
XI. NEXT MEETING

Wednesday, June 3, 2019
Wednesday, June 3, 2019

Quality Committee
Governing Council

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

Prepared by,


Mary Kilbride, Executive Assistant


Alan Dyche, Governing Council Secretary