

**WILL COUNTY COMMUNITY HEALTH CENTER**  
**GOVERNING COUNCIL MEETING MINUTES**  
**VIA TELECONFERENCE**  
4/7/2021

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**MEMBERS PRESENT**

Marie Lindsey, Chairperson  
Cynthia Brassea, Vice-Chairperson  
Deborah Kornacker, Secretary  
Alan Dyche, Treasurer  
Paul Lauridsen  
Vernice Warren  
Edith Cline-Kabba  
Michael Crowner

**MEMBERS ABSENT**

Judith Easley

**WCCHC STAFF PRESENT**

Mary Maragos, Chief Executive Officer  
Dr. Jennifer Byrd, Chief Medical Officer  
Rene Foster-McFarland, Director of Nursing  
Stacy Baumgartner - Director of Operations  
Mary Kilbride, Executive Assistant

**WCCHC STAFF ABSENT**

**WCHD STAFF PRESENT**

Sue Olenek, Executive Director  
Elizabeth Bilotta, Assistant Executive Director  
Denise Bergin, Director of Finance/Grants Management

**OTHERS PRESENT**

Adam Lipetz, ASA

**Pledge of Allegiance**

**I. CALL TO ORDER**

The regular meeting of the Will County Community Health Center Governing Council was held virtually, via teleconference due to COVID-19 isolation requirements. Ms. Marie Lindsey, Chairman, called the meeting to order at 5:03p.m.

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

**II. MISSION STATEMENT**

Ms. Warren read the Mission Statement.

**III. APPROVAL OF MINUTES**

A **motion** was made by Mr. Lauridsen and **seconded** by Ms. Warren to accept the minutes from March 3, 2021. **Motion carries.**

**Roll Call:** Marie Lindsey, "Aye", Cindy Brassea, "Aye", Deborah Kornacker, "Aye", Alan Dyche, "Aye", Edith Cline-Kabba, "Aye", Paul Lauridsen, "Aye", Vernice Warren, "Aye", Michael Crowner, "Aye"

A **motion** was made by Ms. Warren and **seconded** by Mr. Dyche to accept the minutes from the GC Executive Session of 3/3/2021 (minutes had been emailed to GC members prior to meeting). **Motion carries.**

**Roll Call:** Marie Lindsey, "Aye", Cindy Brassea, "Aye", Deborah Kornacker, "Aye", Alan Dyche, "Aye", Edith Cline-Kabba, "Aye", Paul Lauridsen, "Aye", Vernice Warren, "Aye", Michael Crowner, "Aye"

- IV. Chairman's Comments:** Ms. Lindsey questioned Ms. Olenek as to why Public Comment for Agenda Items is at the front of the agenda as well as Public Concerns and Comments is at the back? Ms. Olenek stated the public is able to ask a question, receive the answer and then leave the meeting vs. having to wait through the meeting for their question.

**v. CEO Report**

**The 2020 Uniform Data System (UDS) Report** - was revised and re-submitted to HRSA. See attached report comparing some of our 2020 data to previous years. Our unduplicated **patient numbers were actually increased by 3842, an increase of 33.4%! Previous reports used to calculate patient numbers and visits did not capture many of the telehealth/ virtual visits. This was questioned by HRSA and we were allowed extra time to correct the reports. The number of patient encounters went up by 5666, or 14.2%! HRSA set our patient target for 2020 at 15,100. This means that for the first time in many years, we actually exceeded our patient target!** In the past several years we were given less funding from HRSA due to falling short of our goals.

**IDPH Oral Health Promotion Program** - We ask the Governing Council for its approval to submit an application to the IL Dept. of Public Health for an Oral Health Promotion grant, formerly referred to a the "Dental Sealant Grant." Our program objectives are tied to Healthy People 2030 and IDPH Division of Oral Health Objectives. They are: 1) Increase the number of children and families who are educated on self-care, obtaining access to professional care; 2) Increase the number of low-income children who have a preventive dental visit; 3) Increase the number of children and women during pregnancy who are connected to a dental home. We are told our application was pre-approved for the following amounts: 2/1/21-9/30/21 \$22,500; 10/1/21-9/30/22 \$28,450. We plan to use money to fund a part time 0.5 FTE dental hygienist who is or will become a Certified Public Dental Hygienist, allowing for more independent practice. He/she will provide the oral health education and oral healthcare services to patients in the mobile unit in Will and Grundy counties. Other items to be funded are mileage costs and a monthly subscription to ADA oral health education, to be streamed to our 5 dental operatory TVs.

**United Way of Will County Application** - With 2 weeks' notice, we were asked to reapply for United Way funding. The Will County Community Health Center's mobile dental services were funded by the United Way since from July 2012 through June 2020, starting with \$14,000 annually and declining to \$5000 in the last year. Funding supported mobile dental services to uninsured at area shelters, nursing homes, and other community sites. In return for funding, data was collected monthly and semi-annual reports were required. Our Administration is expected to complete a detailed application, attend monthly and annual meetings, perform an annual presentation or host a site visit for program review and conduct fundraising efforts throughout the year. Other FY21 expected grant funding pertaining to dental services includes: 1) IL Children's Healthcare Foundation (\$50,000), 2) IDPH Oral Health Planning Grant (\$8000), and 3) IDPH Oral Health Promotion Grant (\$22,500). We ask the GC for approval to not apply for funding for this fiscal year.

**COVID vaccinations at the WCCHC** - We expect to receive COVID-19 vaccinations directly from HRSA starting the week of April 12. We have established 3 vaccination clinics at our Joliet location on Tuesdays, Wednesdays, and Fridays. Since patients are scheduled for an office visit, vital signs are taken medical problems and medications are documented, and a plan for further medical care is established. We can accommodate 40-50 patients per day. We plan to add one day (Wednesdays) in Monee starting on April 14. New patients are accepted. We are doing outreach to specific populations (such as seniors, diabetics, people living in Eastern Will County) to schedule appointments personally. HRSA's goal in providing us with vaccinations is to increase access to the vaccine for minorities and persons of color. Note that 51% of our vaccinations thus far have been given to persons of Hispanic/Latino ethnicity. 23% of the vaccinations have been given to racial minorities (Native Americans, Asians, Blacks/African Americans.)

Ms. Warren stated that the Monee clinic through the HD has received excellent reviews.

**2021 Medical, Hospital, and BH Fees** – We ask the Governing Council for its approval of our Medical, BH, and Hospital fees for 2021, based on Usual and Customary for this geographic area, at the 75<sup>th</sup> percentile. At a previous site visit, HRSA recommended that we use this as guide for setting our fees. Note the proposed 2021 fees are in light blue; some have decreased slightly since last year and most have slightly increased. New procedure codes for 2021 are highlighted in yellow.

**New CHC Administrators!** – We are very pleased to present our new Director of Nursing Renee Foster-McFarland. She has many years' experience as a Director of Nursing/ Nursing Supervisor and as a Quality/Risk Management program manager, including years of experience with FQHCs. She started work on March 22. Welcome Renee! On April 26 our new Quality/Risk Management Coordinator will begin. He is Philip Jass, a former Director of the Grundy County Health Department and seasoned project/business/safety manager and grant writer for 2 other Illinois FQHCs.

## COVID VACCINATIONS

	1st Dose	Hispanic	Native American	Asian	Black/AA	Caucasian	2nd Dose
3/3/2021	20	9	0	2	4	14	
3/10/2021	43	26	0	0	10	16	
3/17/2021	43	20	2	0	12	29	
3/24/2021	53	27	1	0	5	47	
3/30/2021	40	18	2	1	7	31	
3/31/2021							20
4/1/2021	10	7	0	0	2	8	
<b>TOTALS</b>	<b>209</b>	<b>107</b>	<b>5</b>	<b>3</b>	<b>40</b>	<b>145</b>	<b>20</b>

## VI. CMO Report

### COVID-19 Update:

#### Numbers of Cases (raw numbers)

	<u>Cases</u>	<u>Recovered</u>	<u>Deaths</u>
World	~132.3 million	~106.5 million	~2.87 million
United States	~31.5 million	~24.0 million	568 K
Illinois	~ 1.26 million	~ 1.67 million	~ 24 K

~ worldometer.info (as of 4/5/2021)

#### Monthly Death Projections - Global (through JULY 2021):

Noted is a **continued rise in projected deaths** through **April 2021** with a **downward trend** in **May, June, and July**

Daily death graph was presented

~ healthdata.org (as of 4/1/2021)

**Summary:**

- In the U.S. daily cases are increasing, and daily deaths have remained largely constant
- In some states, most notably Michigan, a large **surge** is underway. Reasons...
  - relaxation of social distancing mandates
  - steady increases in mobility and travel
  - increase in the spread of the COVID B.1.1.7 variant virus
- Daily deaths could increase until mid-May should the aforementioned activities continue across the U.S.
- The experience in Europe should serve as a warning of the risks implied by the COVID B.1.1.7 variant
- Three factors may explain why increases in **U.S. cases have been less dramatic than in Europe** thus far...
  - later spread of B.1.1.7 after the peak of seasonality
  - higher vaccination rates
  - higher mask use

The differences in U.S. cases and European case highlights how **relatively small changes in behavior** can have a profound impact on death rates.

- Although there are declining COVID case projections for the summer, a continued rise in cases depend dramatically on behavior in terms of vaccine confidence, continued mass vaccination, mask wearing, and avoidance of situations that pose a high-risk for transmission.
- In the U.S. 70.2% of people say they would accept or would probably accept a vaccine for COVID-19
- Vaccine confidence is down by 1.5 percentage points from last week, continuing a decline in vaccine confidence that began two weeks ago.
- It is expected that 186 million will be vaccinated by July 1<sup>st</sup>, which is down slightly from estimates one week ago
- By July 1, it is projected in the U.S. that 50,800 lives will be saved by the vaccine rollout

**COVID-19 Question Follow-Up from March:**

The board asked the question: ***"Why is the death rate from COVID higher in men"?***

The reasons are:

- Females have an XX chromosome, males have an XY chromosome. The X chromosome has more "microRNAs" on them and micro RNA has a role in immune mediation.
- Males have more of the enzyme called "ACE2" than do females. This enzyme enables the COVID virus to infect healthy cells more readily

- Older males have a higher incidence of heart disease, which places them at higher risk for weakened immune systems
- Males comprise a higher portion of first responders, thus have higher numbers of interactions with the population at large
- Males engage in less social distancing than females
- Males tend to take the entire pandemic less seriously, in general

Reference – *Frontiers of Public Health* (April 2020)

The world map of COVID 19 was displayed

### Staffing Update:

We have hired a **Director of Nursing** (DON) as of three weeks ago. She comes with a wealth of experience in management and quality.

We have also had a candidate accept the offer for our **Quality Assurance Coordinator**. This person will start later this month.

The following positions remain vacant in the health center:

- Family Medicine Physician
- Mental Health Advanced Practice Registered Nurse (part-time)
- Psychiatry Physician (telehealth, part-time)
- Behavioral Health Registered Nurse (2)
- Certified Medical Assistant (5)
- Social Worker
- Medical Secretary (2)
- Medical Records clerk
- Health Care Liaison
- Patient Registration Clerk

### Staffing Support Plan:

The CMO has taken over the management of the Medical Records department. Upon review of their resources, the Director of Operations and CMO developed a training and work schedule for current staff seeking overtime. This schedule will begin on Tuesday, March 6<sup>th</sup>. It is replete with twelve of our current staff members whom desire overtime, thus will provide the remaining medical records staff support.

Our Clinical Staff members (Certified Nursing Assistants, LPNs, RNs) are in need of additional support given the paucity of staff in general. Of note, this paucity is related to the shortage of available staff due to the pandemic and the healthcare industry's increased need for support staff, and the highly competitive private sector salaries. Our DON is working towards arranging relationships with temporary staffing agencies that can provide two types of staffing support, those that can work on a "same day notice" basis, and those that can work for longer periods of time. She will do this while concurrently interviewing for permanent staff.

## **VII. CDO Report**

### **BinaxNOW Rapid Covid Test**

BinaxNOW is a rapid test that detects COVID-19 antigens (the proteins that make up the virus) to help identify someone is currently infected. It is easy-to-use, provides fast results and can help healthcare professionals quickly identify infectious people so they can take measures to help prevent the spread of the disease to others.

From March 1, 2021, dental clinic started performing the Binax Covid test for all patients who require aerosol producing dental procedure. This test enabled patients to get their dental treatment same day. With the previous PCR test, patients had to wait 3-5 days for the test results and reschedule dental appointment

For the month of March, dental clinic performed 228 tests with one patient testing positive.

### **New Dentist Started- Dr. Dalvina Sharma**

Dr. Sharma started working part time from March 24, 2021. She will be working every Wednesday and two Saturdays/ month. Dr. Sharma worked at Will County, Dental Clinic as a temporary dentist to cover the maternity leave from October 2020- January 2021.

Dr. Sharma is fluent in Spanish and a great addition to the dental team.

## VIII. DISCUSSION

**Revenue report:** The revenue report was presented and reviewed. Ms. Lindsey questioned if the target is the same regardless of the department, as indicated in the last reports? Ms. Maragos stated we changed the way we are doing the accounting, from a cash basis to accrual basis. Ms. Bilotta stated there was a delay in the County getting monies in and therefore our numbers in revenues were a slight bit smaller. Next time we meet, it will include 3 months of revenue which will change the numbers.

**Expenses report:** The expense report was presented and reviewed. Ms. Kornacker questioned the furthest right column and how small the numbers were. Ms. Maragos stated these numbers reflected only two months, December and January.

**COVID Testing Stats:** Ms. Maragos reviewed the COVID Stats report. 8006 people have been tested and the overall test positivity rate is 10.6%. This report does not reflect what testing is being done in Dental.

**Reports from the Finance Committee Chairperson:** Mr. Dyche presented a summary of the Finance Committee meeting which took place prior to GC Governing Council. Discussion took place.

**Discussion of bylaws changes:** Changes to the bylaws were presented and reviewed. The Governing Council was in agreement with the suggested changes. It will be presented to the BOH for approval in April.

**United Way application:** Ms. Maragos stated she will be asking the board to approve Not applying for the United Way application this year. Mr. Lauridsen questioned if we had applied for and received funding in 2020? Ms. Maragos stated we were notified that we would not receive funding after June 2020.

**Revised UDS report and comparison to 2019:** Ms. Maragos presented the UDS report and comparison to 2019. Ms. Olenek stated that the numbers may not be accurate in the Payor Mix due to those patients that choose to not present their insurance information as well as patients that have lost their job due to the Pandemic and are now uninsured and unemployed. Discussion took place.

## VII. ACTION

- A **motion** was made by Ms. Lindsey "Aye", Deborah Kornacker "Aye", Alan Dyche "Aye", Vernice Warren "Aye", Cindy Brassea "Aye", Edith Cline-Kabba "Aye", Michael Crowner "Aye" to approve election of Paul Lauridsen as GC board chair. **Motion carries.**
- A **motion** was made by Ms. Lindsey "Aye", Deborah Kornacker "Aye", Alan Dyche "Aye", Paul Lauridsen "Aye", Vernice Warren "Aye", Edith Cline-Kabba "Aye", Michael Crowner "Aye" to approve election of Cindy Brassea as GC Vice Chairperson. **Motion carries.**
- A **motion** was made by Ms. Lindsey "Aye", Deborah Kornacker "Aye", Paul Lauridsen "Aye", Vernice Warren "Aye", Edith Cline-Kabba "Aye", Michael Crowner "Aye", Cindy Brassea "Aye" to approve election of Alan Dyche as GC Treasurer. **Motion carries.**
- A **motion** was made by Ms. Lindsey "Aye", Paul Lauridsen "Aye", Vernice Warren "Aye", Edith Cline-Kabba "Aye", Michael Crowner "Aye" to approve election of Deborah Kornacker as GC Secretary. **Motion carries.**
- A **motion** was made by Ms. Warren and **seconded** by Mr. Dyche to approve renewal of term for Mr. Paul Lauridsen for GC member effective 4/1/2021. **Motion carries.**
- **Roll Call:** Marie Lindsey, "Aye", Deborah Kornacker, "Aye", Alan Dyche, "Aye", Vernice Warren "Aye", Cindy Brassea "Aye", Edith Cline-Kabba, "Aye", Michael Crowner, "Aye"
- A **motion** was made by Mr. Dyche and **seconded** by Ms. Cline-Kabba to approve renewal of Ms. Deborah Kornacker for GC member effective 4/1/2021. **Motion carries.**
- A **motion** was made by Ms. Kornacker and **seconded** by Ms. Cline-Kabba to approve renewal of term for Mr. Alan Dyche for GC member effective 4/1/2021. **Motion carries.**
- A **motion** was made by Ms. Kornacker and **seconded** by Ms. Warren to approve renewal of term for Ms. Cline-Kabba for GC member effective 4/1/2021. **Motion carries.**
- A **motion** was made by Mr. Dyche and **seconded** by Ms. Warren to approve bylaws suggested changes. **Roll Call:** Marie Lindsey, "Aye", Deborah Kornacker, "Aye", Alan Dyche, "Aye", Vernice Warren "Aye", Cindy Brassea "Aye", Edith Cline-Kabba, "Aye", Michael Crowner, "Aye"  
**Motion carries**

- A **motion** was made by Mr. Lauridsen and **seconded** by Mr. Dyche to not apply for United Way funding, 2021. **Motion** for previous roll call. **Motion** was made by Mr. Lauridsen and **seconded** by Ms. Kornacker.
- A **motion** was made by Mr. Lauridsen and **seconded** by Mr. Dyche to approve 2021 fees for medical, hospital, and BH with correction of typo (fee for #69210 is \$145.00 will be corrected). Nominal fees will not create a barrier to care. **Motion** for previous roll call. **Motion** was made by Mr. Lauridsen and **seconded** by Mr. Dyche.  
Ms. Lindsey questioned what was the reasoning behind the 75% of poverty level? Ms. Maragos said HRSA recommends that we base our fees off of the reasonable and customary of our region but set at the 75% of our fees.
- A **motion** was made by Mr. Dyche and **seconded** by Ms. Warren to apply for IDPH oral Health Promotion Program grant FY21-22. **Motion** for previous roll call. **Motion** was made by Ms. Kornacker and **seconded** by Ms. Cline-Kabba.
- A **motion** was made by Mr. Lauridsen and **seconded** by Ms. Brassea to approve credentialing Corporation of America. **Motion** for previous roll call. **Motion** was made by Ms. Kornacker and **seconded** by Mr. Dyche.
- A **motion** was made by Mr. Lauridsen and **seconded** by Mr. Dyche to approve renewal of contract for Balin Durr, MD. **Motion** for previous roll call. **Motion** was made by Ms. Cline-Kabba and **seconded** by Ms. Brassea.
- A **motion** was made by Mr. Lauridsen and **seconded** by Ms. Brassea to approve credentialing for Dr. Shannon Willingham, Au.D., CCC-A, F-AAA. **Motion** for previous roll call. **Motion** was made by Ms. Warren and **seconded** by Mr. Lauridsen.
- A **motion** was made by Mr. Dyche and **seconded** by Ms. Kornacker to approve re-credentialing for Dolly Agba, APRN. **Motion** for previous roll call. **Motion** was made by Mr. Dyche and **seconded** by Ms. Warren.
- A **motion** was made by Ms. Brassea and **seconded** by Ms. Cline-Kabba to approve re-credentialing for Trishna Harris, APRN. **Motion** for previous roll call. **Motion** was made by Mr. Dyche and **seconded** by Ms. Warren.
- A **motion** was made by Ms. Warren and **seconded** by Ms. Brassea to approve the change to Quality Committee meeting from Wednesday, 5/5 to Wednesday, 5/12. **Motion** for previous roll call. **Motion** was made by Mr. Dyche and **seconded** by Ms. Cline-Kabba.
- A **motion** was made by Mr. Lauridsen and **seconded** by Ms. Warren to approve the change to Governing Council meeting from Wednesday, 5/5 to Wednesday, 5/12. **Motion** for previous roll call. **Motion** was made by Mr. Dyche and **seconded** by Ms. Kornacker.

**VIII. BOARD MEMBERS' CONCERNS AND COMMENTS:**

- Ms. Lindsey stated that she has offered to attend the monthly Board of Health meetings in place of Mr. Lauridsen.

**PUBLIC CONCERNS AND COMMENTS:** No comments stated

- X. A **motion** was made by Mr. Lauridsen and **seconded** by Ms. Brassea to adjourn the meeting at 6:46pm. **Motion** for previous roll call. **Motion** was made by Ms. Warren and **seconded** by Ms. Kornacker to use the previous roll call.

**XI. Executive Committee**

**XII. NEXT MEETING**

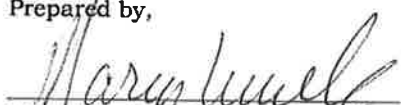
**Wednesday, May 12, 2021**  
**Wednesday, May 12, 2021**

**4:30pm**  
**5:00pm**

**Quality Committee mtg.**  
**Governing Council mtg.**

**(Meetings will be conducted virtually, through Microsoft Teams)**

Prepared by,

  
Mary Kilbride, Executive Assistant

  
Deborah Kornacker, Governing Council Secretary