

WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNING COUNCIL MEETING MINUTES
VIA TELECONFERENCE
6/2/2021

MEMBERS PRESENT

Paul Lauridsen, Chairperson
Cynthia Brassea, Vice-Chairperson
Alan Dyche, Treasurer
Judith Easley – arrival @ 5:13pm
Marie Lindsey
Vernice Warren

MEMBERS ABSENT

Deborah Kornacker, Secretary
Edith Cline-Kabba
Michael Crowner

WCCHC STAFF PRESENT

Mary Maragos, Chief Executive Officer
Dr. Jennifer Byrd, Chief Medical Officer
Dr. Sangita Garg, Chief Dental Officer
Stacy Baumgartner - Director of Operations
Phil Jass - Quality Improvement/Risk Management Coordinator

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. Mr. Paul Lauridsen, Chairman, called the meeting to order at 5:04p.m.

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

II. MISSION STATEMENT

Ms. Dyche read the Mission Statement.

III. APPROVAL OF MINUTES

A **motion** was made by Mr. Dyche and **seconded** by Ms. Easley accept the minutes from May 12, 2021. **Motion carries.**

Roll Call: Paul Lauridsen, “Aye”, Cindy Brassea, “Aye”, Alan Dyche, “Aye”, Judy Easley, “Aye”, Marie Lindsey, “Aye”, Vernice Warren, “Aye”

IV. Chairman's Comments:

V. CEO Report

IDPH Oral Health Promotion Program – On 5/19/21 we received Notice of Award of \$50,950 from the IL Dept. of Public Health for the Oral Health Promotion Program. Our program deliverables are: 1) A Dental hygienist will be hired and provide clinical services and education to children and families; 2) The Dental Hygienist will successfully complete a Public Health Dental Hygienist certification; 3) We will collaborate with WIC and other WCHD programs to provide oral health education and linkages to care; 4) Referrals from WCCHC OB providers will be routinized and case management will be completed; 5) Mobile dental services will expand to Grundy County; 6) Outreach will be provided to Will County OB/Gyn providers and pediatricians in zip codes within 10 miles of WCCHC and will be reflected in the number of referrals; and 7) Oral health kits will be provided to low-income and underinsured women at Will and Grundy County Health Dept. programs.

Progress on Strategic Plan for 2021- See attachment for a list of our goals and objectives for 2021, as well as action items and progress towards meeting them. At least one manager is spearheading each goal, with team collaboration on each. We have integrated action item suggestions from our recent Staff Survey. We invite the Governing Council to give us their input on how to best achieve our goals and objectives.

COVID testing and vaccinations – See attached documents of our testing and vaccination statistics. While we continue to test our Dental patients requiring the use of a high-speed drill, other patients can get tested in primary care if necessary. We are offering COVID vaccinations to all patients in every department, 5 days per week in Joliet, and on Wednesdays in Monee. If they desire a vaccination the same day, we send them to our walk-in area where only vaccinations are administered. On Thursdays in Joliet a nurse clinic has been established. The nurse operates on standing orders.

Audiology Services – An Audiologist from Americans for Better Hearing Foundation started seeing our patients on May 20. Four patients were seen, 3 with insurance and 1 without. All were adults, but children starting at age 4 can also be seen. One was diagnosed as needing a hearing aid. Patients first have an appointment with one of our primary care providers who evaluates the patient for factors contributing to audiological problems and gives the patient a referral if necessary. A validation of Change of Scope to add audiology services was submitted to HRSA and the Change of Scope was approved.

Budgeting for FY2022 – In June we must submit preliminary budget estimates for revenue and expenses in FY2022. Factors taken into consideration are the pandemic, performance in FY2020, current FY2021 performance, new grant revenues and expenses, and strategic goals established for 2021. We welcome the input from the Governing Council regarding new budgetary items in fiscal year 2022 (December 1, 2021 to November 30, 2022).

FTCA Application – The application for Federal Tort Claims Act (FTCA) insurance is due to HRSA by 6/25/21. This is for calendar year 2022 and renewed annually. All providers throughout the health center are covered except contractual providers who must show proof of their own medical liability insurance. Volunteer providers such as Midwestern University optometrists are covered as well. We must submit documentation of any pending claims, of which there are none. Incident reports and risk management activities must also be submitted, as well as documentation of medical continuing education for providers and staff training. We ask the Governing Council for its approval of this application.

New Patient Registration Supervisor- We are happy to announce our new Patient Registration Supervisor Lubna Akhai who will start on July 12! She has an MBA from Benedictine University, BA in Economics from NIU, Paralegal Certificate from Duquesne University, and BA in Pre-Law from Carleton University. Most recently she was an Office Administrator at Neubauer Perkins in Burr Ridge, a medical supply company, and prior to that an Office Manager at Medical Associates of Crystal Lake.

CMO Report

COVID-19 Update:

Numbers of Cases (raw numbers)

| | <u>Cases</u> | <u>Recovered</u> | <u>Deaths</u> |
|---------------|----------------|------------------|---------------|
| World | ~168 million | ~149 million | ~3.48 million |
| United States | ~33.9 million | ~27.5 million | 604 K |
| Illinois | ~ 1.38 million | ~ 1.28 million | ~ 25 K |

Monthly Death Projections - Global (through SEPT 2021):

It is of note that as of 5/7/2021 the projected death rate was showing a **downward trend** from July through September 2021...as seen in **Slide A**.

However, as of 5/21/2021 the projected death rate is still showing a **downward trend** from July through September, but with **end points higher** than those just three weeks earlier...as seen in **Slide B**.

This increase in daily deaths is being attributed too: a previously underreported death rate, variant spread, and certain areas of the world lowering masking requirements.

(slide A & B were displayed in CMO's report)

Summary (Global) (as of May 21, 2021; Institute for Health Metrics and Evaluation)

- The global epidemic is declining from the peaks of nearly 11 million infections a day at the beginning of May to 6 million a day this week.

- This decline is reportedly due to:

- * a 24 % decrease in mobility than the pre-COVID-19 baseline worldwide
- * 66% of people worldwide, who were polled on Facebook, self-report of always wearing a mask when leaving their home, which is unchanged from last week
 - * It is projected that 3.4 billion people worldwide will be vaccinated with at least one dose by September 1st.

- The decline in North America and Europe will likely continue due to declining seasonality and increasing vaccination – although our worse scenario suggests that even in these regions.

- However, a more rapid spread of B.1.617.9 (the variant) could have the potential to **reverse these expected summer declines**.

- By the end of August, forecasts suggest that **transmission in North America** and Europe may start to **increase again** but at a very gradual rate.

- While the global epidemic has come off the peak of three weeks ago, the potential for this positive trend to reverse is great and depends on the spread of escape variants.

- In this situation, it is being recommended by the Institute for Health Metrics and Evaluation that worldwide governments in most countries should follow the **threefold strategy** of a) making every effort to expand vaccination, particularly vaccination that is effective against the escape variants; b) **maintaining mask use** and using social distancing mandates as needed where transmission is increasing; and c) limiting the risk of the spread of new escape variants, particularly B.1.617.

Summary (United States): (as of May 20, 2021; Institute for Health Metrics and Evaluation)

- Daily reported cases in the last week decreased to 32,500 per day on average compared to 43,100 the week Before.

* Mobility last week was 14% lower than the pre-COVID-19 baseline.

* 64% of people in the United States, who were polled on Facebook, self-report of always wearing a mask when leaving their home.

* 69.4% of people in the United States say they would accept or would probably accept a vaccine for COVID-19.

* It is projected that 189 million people will be vaccinated by September 1st.

- COVID-19 is still the number 2 cause of death in the United States of America this week.

- The daily death rate is greater than 4 per million in Kentucky, Michigan, and West Virginia.

- It is estimated that 35% of people in the US have been infected as of May 17, 2021.

- There are projected steady declines in daily deaths at least until mid-August.

- However, at some point from May through September 1st, 10 states within the United State will have **high or extreme stress on hospital beds**, at some point from May through September 1st, 16 states will have **high or extreme stress on ICU capacity**. Likely due to variant spread and lowered masking requirements (of note, mask use was lower than 50% in Alabama, Alaska, Arkansas, Idaho, Louisiana, Mississippi, Montana, North Dakota, Oklahoma, South Dakota, and Wyoming).

Pfizer Vaccine:

The community health center has begun to make the Pfizer vaccine available to children, ages 12 years old and above.

The Director of Nursing has trained the staff on the differences between the Moderna and Pfizer vaccine. To ensure that there are no vaccine errors related to **type** of vaccine we have employed a method of color coding the Pfizer versus Moderna vaccine.

Staffing Update:

The following positions remain vacant in the health center:

- Family Medicine Physician

Two physicians were interviewed recently. One was not a good fit, and the other whom was a good fit passed on the opportunity due to salary

- Mental Health Advanced Practice Registered Nurse
- Psychiatry Physician (telehealth, part-time)
- Behavioral Health Registered Nurse (2)
- Certified Medical Assistant (3)
- Social Worker
- Medical Secretary (2)

CDO Report

BinaxNOW Rapid Covid Test in Dental

For the month of May 1-25, 2021, the dental clinic performed 244 tests with NO positive case. The Dental clinic is performing BinaxNOW Covid test for every patient, every visit before an aerosol producing procedure.

BinaxNOW is a rapid test with result in 15 minutes that detects COVID-19 antigens to help identify patients who may be currently infected without any symptoms.

Oral Health Grant

The Will County Community Health Center, dental clinic, has received a final copy of the IDPH OHPP grant with project description, performance standards and deliverables.

One of the deliverables is to hire a dental hygienist to provide dental care and education to children and families of Will and Grundy County. The Grant also requires the facilitating dental hygienist to get certification as a Public Health Dental Hygienist.

“Public Health Dental Hygienist” means a hygienist who performs hygienist duties such as examining teeth and other oral structures, cleaning teeth, applying sealants, and topical fluoride and performing radiological procedures without the dentist present in a Public Health setting.

“Public health setting” means a federally qualified health center; a Federal, State, or local public health facility; Head Start; a special supplemental nutrition program for Women, Infants, and Children (WIC) facility; or a certified school-based health center of school-based oral health program.

The request has been submitted to post for the position for a part-time dental hygienist.

Revenue report: The revenue report was presented and reviewed. Our target was 50.0% and our actual was 29.5%. Our variance was -20.5%.

Expenses report: The expense report ending in May 2021 was presented and reviewed. Our total expenditures were at 43.5%.

COVID Testing Stats: Ms. Maragos reviewed the COVID Stats report. 8538 people have been tested and the overall test positivity rate for Will County is 9.93%.

COVID Vaccinations: COVID vaccination report was reviewed and discussed.

Patients and Visits CY2021

Ms. Maragos presented the patients and visits report. Discussion took place.

VI. DISCUSSION

Reports from the Finance Committee Chairperson: Mr. Dyche spoke of the difficult time the County is having getting current revenue information due to the County's new accounting system. Ms. Olenek will speak to the County Board regarding the struggles that the Health Department and Health Center are having problems retrieving their revenue information.

We are still waiting for Medicaid Managed Care to deduct payments since they overpaid us in 202.

Mr. Dyche spoke of the discussion on the FQHC rate increase from IL Healthcare and Family Services for Medicaid and Medicare. They have allowed us a 25% increase for charges from April-June. Thereafter, we will continue to see an increase but not at such a steep level.

2021 Oral Health Promotion Program: The goals and deliverables for this grant were reviewed.

Progress on Strategic Plan for 2021: The action plans for each strategic goal were reviewed. Ms. Lindsey questioned if we should keep the cartoon representing telehealth. It was agreed to leave the decision up to the Management Team, otherwise, there were no additions or corrections to the plan.

Budgeting for FY2022: Ms. Maragos stated we have begun the budgeting process for FY22. Governing Council members were asked for suggestions for new sources of revenue or new expenditures. We continue to try to fill open positions. Governing Council members will ponder and provide suggestions at the next meeting

VII. ACTION (reapproved at the July 7, 2021 GC meeting)

- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Brassea to approve submission of FY2022 FTCA Redeeming Application (for Malpractice Coverage). **Motion carries.** Mr. Lauridsen "Aye", Cindy Brassea "Aye", Ms. Deborah Kornacker "Aye", Mr. Alan Dyché "Aye", Ms. Edith Cline-Kabba "Aye", Michael Crowner "Aye", Judy Easley "Aye", Ms. Lindsey "Aye",
- A **motion** was made by Ms. Easley and **seconded** by Ms. Kornacker for approval of Risk Management Training Plan. Motion for previous roll call. **Motion** was made by Mr. Dyché and **seconded** by Ms. Cline-Kabba to use the previous roll call. **Motion carries.** Ms. Lindsey questioned what the ongoing training plan is for staff members after the initial trainings take place? Ms. Baumgartner explained that we utilize Medtrainer for ongoing training throughout the year.
- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Kornacker to approve renewal of contract for Dolly Agba, APRN. Motion was made by Ms. Lindsey and **seconded** by Mr. Dyché to use the previous roll call. **Motion carries.**

VIII. BOARD MEMBERS' CONCERNS AND COMMENTS:

PUBLIC CONCERNS AND COMMENTS: No comments stated

- X. A **motion** was made by Mr. Dyché and **seconded** by Ms. Brassea to adjourn the meeting at 6:33pm. **Motion** for previous roll call. **Motion** was made by Ms. Lindsey and **seconded** by Ms. Easley to use the previous roll call.

XI. Executive Committee

XII. NEXT MEETING

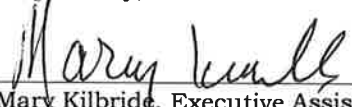
Wednesday, July 7, 2021
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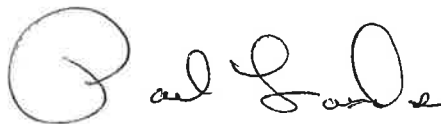
4:30pm
5:00pm

Governance Committee mtg.
Governing Council mtg.

(Meetings will be conducted virtually, through Microsoft Teams)

Prepared by,


Mary Kilbride, Executive Assistant



Paul Lauridsen, Chairperson of Governing Council