

WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNING COUNCIL MEETING MINUTES
VIA TELECONFERENCE
11/3/2021

MEMBERS PRESENT

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

MEMBERS ABSENT

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
Denise Sitasz, Administrative Assistant to the CMO

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

Mr. Lauridsen read the statement "Due to the Covid-19 pandemic, the Governor's recent disaster proclamation, the number of COVID-19 cases in Will County, and the CDC Guidelines regarding COVID-19, it has been determined by the Chairperson of the Will County Community Health Center Governing Council that in-person meetings are not practical nor prudent. Therefore, all meetings of the Governing Council shall be held via video and/or audio until further notice."

I. CALL TO ORDER - Pledge of Allegiance

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. Lindsey read the Mission Statement.

III. APPROVAL OF MINUTES

A **motion** was made by Ms. Lindsey and **seconded** by Ms. Kornacker to accept the minutes from October 6, 2021. **Motion carries.**

Roll Call: Paul Lauridsen, "Aye", Cindy Brassea, "Aye", Edith Cline-Kabba, "Aye", Alan Dyche, "Aye", Judy Easley, "Aye", Deborah Kornacker, "Aye", Marie Lindsey, "Aye",
(Michael Crowner, Nicole Luebke, and Vernice Warren were not in attendance at October mtg.)

- IV.** No comments from Chairperson
- V.** **Public Comment for Agenda Items Only:** none

VI. CEO Report

Adding Walmart to our 340B Program- We ask the Governing Council for its approval to add Walmart Pharmacies to our 340B Program. Based on our patients' current use of area Walmart Pharmacy locations, an analysis from Verity (our 340B Administrator) shows we can expect an additional net revenue of about \$11,000 per month from 340B. We will start with 3 locations – 2 local and one for mail-order. Previous payment terms with McKesson (the pharmaceutical wholesaler) prevented us from collaborating with Walmart but are now more favorable. If approved, we can start including Walmart locations on January 1, 2022.

Mr. Lauridsen asked for a brief explanation of how it works for the Pharmacy and the patient? Ms. Maragos stated the patient brings the prescription to the pharmacy who will look to verify it is a patient of the Center. If a patient is on a sliding scale, they will determine how to charge them. Pharmacy will then dispense the drugs and then signal McKesson or Cardinal in order to replenish the drug. The bill is then sent to the Center.

Approval of Global Security contract- We ask the Governing Council for its approval to renew our contract with Global Security services. Although the rates have gone up in the last year, we have been satisfied with their services. The Board of Health has given its approval to renew.

COVID Vaccinations – Unfortunately, our numbers of weekly COVID vaccinations continue to decline. As of 10/21/21, we have provided a total of 1422 vaccinations against COVID-19, using either Moderna or Pfizer vaccine, to adults and children ages 12 and over, including 3rd doses and boosters. Of these, 51% have been to persons of Latino/Hispanic ethnicity. 72% of vaccine recipients have been from a racial or ethnic minority. We are ready and waiting to administer Pfizer vaccinations for children ages 5-11 once approved by the CDC, and plan to mount a population health campaign to our 683 pediatric patients in this age group.

COVID Testing – We still await a shipment of instant PCR point-of-care tests for COVID/flu/RSV from Cepheid. They are now citing a hold-up due to our proposed changes to the standard language in their agreement. We still recognize the acute need for this testing and have several nurse candidates available for the testing once available. At this time, we are planning for testing within our health center or just outside, at the back delivery area.

Ms. Kornacker spoke of the difficulty hospitals are having staffing nurses since many of them have joined the travel nurse programs. Discussion took place.

Strategic Planning – In our December meeting, we'll focus on strategic planning for 2022. We'll examine financial, quality, and operational data from 2021, and current health-related trends in our health center, community, and state. If you have any information to share prior to this meeting, please send to me in an email: mmaragos@willcountyhealth.org. An example would be the opening of a new urgent care clinic in our area, the closing of a social service agency, or the lack of a specialty provider for the uninsured. We are in the process of surveying our staff as well.

CMO Report

COVID-19 Update:

Numbers of Cases (raw numbers)

	Cases	Recovered	Deaths
World	~245 million	~222 million	~4.97 million
United States	~46.4 million	~36.3 million	~ 758 K
Illinois	~ 1.68 million	~ 1.57 million	~ 28 K

~ worldometer.info (as of 10/26/2021)

Total Daily New Cases - Illinois (through October 21, 2021):

~ **significant** decrease as it is down **from** 3,561 daily new cases in September 2021

(a graph was shown of significant decreases)

Total Deaths - Illinois (through October 8, 2021):

~ Upward trend as is increased from 27,351 total deaths in early September 2021

(two graphs were shown)

Summary (as of October 20, 2021; Institute for Health Metrics and Evaluation)

Current situation:

Increased Mobility:

According to cellphone-based mobility data that is used to track each country in the world – we have now reached a critical threshold wherein **mobility, globally, has returned to the level before the COVID-19 pandemic began.**

There are exceptions to this, as in Southeast Asia, that remain in lockdown in an attempt to control the transmission of the Delta Variant surges that are still occurring.

However, ultimately, this increased mobility leads to increased interpersonal interaction, thus increasing the spread of COVID-19...even in the face of vaccinations and mask wearing.

Further to the point of increasing transmission are the facts that:

- in Eastern Europe, Central Europe, some states in the United States, Chile, Baja California, Australia, and New Zealand, **Delta transmission is still going up**, though it is in general and globally trending downward.
- **Winter** is approaching, which brings about the “seasonality of respiratory viruses”...viruses swell in winter months and drop in summer months. This has to do with the fact that people are indoors more during the winter, and often in poorly ventilated facilities, thus increasing transmission.

New Variant Threats:

- There is a new “Y4.2 sub-lineage” of the Delta Variant in the UK. It is unclear as of yet if this new sub-lineage will have any global ramifications.

Waning Immunity:

- Most immunity wanes, some slower than others. The waning of immunity will lead to increased transmission.
- Boosters and Third doses are necessary

Hope:

- Vaccination of children
- Expansion of vaccination efforts
- The advent of new therapies and antivirals...some have been reported to reduce the infection-fatality rate by up to 50%.

Staffing Update:

The following positions remain vacant in the health center:

- Family Medicine Physician
- Family Medicine Advanced Practice Registered Nurse
- Mental Health Advanced Practice Registered Nurse
- Psychiatry Physician (telehealth, part-time)
- Psychiatry Physician
- Certified Medical Assistant (2)
- Social Worker (1)
- Registration Supervisor (1)
- Behavioral Health Manager (1)

CDO Report

BinaxNOW Rapid COVID Testing in Dental

For the month of October 1-27, 2021, the dental clinic performed 250 tests with NO positive case.

As the Delta Variant COVID Virus is spreading, the dental clinic will continue to perform BinaxNOW COVID testing for every patient, every visit before an aerosol producing procedure. For the month of August 1-23, 2021, the dental clinic performed **203** tests with **NO** positive case.

Internal Referrals

From October 1-27, 2021, the dental clinic received 277 internal referrals as compared to 83 last month from our WCCHC medical providers.

It includes children, pregnant women and adults referred to Dental for oral health care.

Part Time Dental Hygienist Position

The new Registered Dental Hygienist, Apis, started her part time employment at WCCHC, 3 days/ week and is under training. She is attending the Illinois Dental Hygienist Association conference November 5 & 6 and completing her requirements for the Public Health Dental Hygienist certification.

"Public health dental hygienist"

means a hygienist who holds a valid license to practice in the State, has 2 years of full-time clinical experience or an equivalent of 4,000 hours of clinical experience and has completed at least 42 clock hours of additional structured courses in dental education in advanced areas specific to public health dentistry.

Full Time Medical/ Dental Secretary

The Candidate for the full-time medical secretary, Diane, in dental has accepted the offer and is scheduled to start 11/1/21, Monday. This staff member will assist in coordinating mobile site visits, emailing paperwork, follow up with paperwork, maintaining site visit calendar for the mobile, helping in clinic with referral follow up, answering phone calls, checking patients in when needed.

Revenue: Ms. Maragos presented the revenue report as of October 31, 2021. Variance is down -11.1%. The target was 91.7%. It is the first time the medical payments are in the positive @ 92.3%. Ms. Bergin stated patient payments may be down in Behavior Health due to patients being Telehealth and therefore we are not collecting payments at time of service. Ms. Bergin also wanted it noted that we're at 71% for our grant revenue and should see an improvement on the next report. Discussion took place.

Expenditure: Ms. Maragos presented the expenditure report as of October 31, 2021. The target is 83% and our expenses have come in at 77%. Discussion took place.

Patient and Visits: Ms. Maragos presented the Patient and Visits report. Our Medicare numbers have decreased, and our private numbers are increasing. Discussion took place.

Provider Productivity: Ms. Maragos presented the Provider Productivity report. Ms. Kornacker stated that our numbers for provider productivity are better than other states. She asked if our numbers change year to year or stay the same. Ms. Maragos stated the expected numbers were set pre-COVID. This is compared to what is expected from FQHC's in Illinois.

VII. DISCUSSION

- Reports from the Quality Committee Chairperson: Ms. Lindsey discussed the report of incidence and discussion took place during the Quality Committee. The key measures were reviewed and discussed. Some of the measures like screening patients and Adult/Pediatric BMI measures have improved. Adult BMI improved by 11% and Pediatric BMI improved by 30%. The Patient Satisfaction surveys were reviewed. The Center in general was rated "very good" or "good".

VIII. ACTION

- A **motion** was made by Ms. Easley and **seconded** by Ms. Brassea to approve Governing Council meeting calendar for 2022 **Motion carries**. Paul Lauridsen "Aye", Cindy Brassea "Aye", Edith Cline-Kabba "Aye", Michael Crowner, "Aye", Alan Dyche, "Aye", Judy Easley, "Aye", Deborah Kornacker "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye". **Motion carries.**
- A **motion** was made by Mr. Dyche and **seconded** by Ms. Kornacker to approve Governance, Quality, Finance, an Executive Committee meeting schedules for 2022. **Motion** was made by Ms. Lindsey and **seconded** by Ms. Easley to accept the previous roll call. **Motion carries.**
- A **motion** was made by Ms. Brassea and **seconded** by Ms. Cline-Kabba to approve Pharmacy Services Agreement to add Walmart to our 340B program. **Motion** was made by Ms. Easley and **seconded** by Ms. Kornacker to use the previous roll call. **Motion carries.**
- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Luebke to approve Global Security contract. A **motion** was made by Mr. Dyche and **seconded** by Ms. Easley to use the previous roll call. **Motion carries.**
- A **motion** was made by Mr. Crowner and **seconded** by Ms. Brassea to approve policy QRM-0054 Physician, Dentist, APRN Recruitment & Retention Plan. **Motion** was made by Mr. Dyche and **seconded** by Ms. Kornacker to use the previous roll call. **Motion carries.**

Ms. Lindsey questioned if the section on the policy stating Quality should be changed to Administration? Ms. Maragos will look into this further.

Ms. Lindsey questioned if Ms. Olenek had hired an HR Recruiter for the Center? Ms. Olenek stated a decision was made to utilize recruitment agencies rather than a recruitment person,

Ms. Olenek questioned if policy QRM-0054 was approved by the HR department? Ms. Maragos stated there were no changes. A copy of the policy will be sent to the HR department once fully signed.

- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Brassea to approve policy AD-0011 Parental/Guardian Consent for Designation of Another Person to bring Minor Child to Appointment. **Motion** was made by Ms. Kornacker and **seconded** by Ms. Brassea to use the previous roll call.

Ms. Easley questioned if the consent form was for every appointment or one time only? Ms. Lindsey stated attachment A states for every appointment.

- A **motion** was made by Ms. Brassea and **seconded** by Ms. Warren to approve renewal of contract with Sterling Baumwell, M.D. **Motion carries.** A **motion** was made by Mr. Crowner and **seconded** by Ms. Lindsey to use previous roll call. **Motion carries.**
- A **motion** was made by Ms. Brassea and **seconded** by Ms. Cline-Kabba to approve renewal of contract with Efrain Flores, M.D. **Motion carries.** A **motion** was made by Ms. Lindsey and **seconded** by Ms. Luebke to use the previous roll. **Motion carries.**
- A **motion** was made by Ms. Warren and **seconded** by Ms. Easley to approve FTCA volunteer application for Dr. Konstantina Kalas, O.D. A **motion** was made by Ms. Warren and **seconded** by Ms. Lindsey. **Motion carries.**
- A **motion** was made by Ms. Kornacker and **seconded** by Ms. Warren to approve FTCA volunteer application for Dr. Jeanie Lucy, O.D. A **motion** was made by Mr. Dyche and **seconded** by Ms. Lindsey to use the previous roll call. **Motion carries.**
- A **motion** was made by Mr. Crowner and **seconded** by Ms. Luebke to approve FTCA volunteer application for Dr. Parres Wright, O.D. A **motion** was made by Ms. Lindsey and **seconded** by Ms. Easley to use the previous roll call. **Motion carries.**
- A **motion** was made by Ms. Luebke and **seconded** by Ms. Lindsey to approve clinic closure on Saturday, December 25, 2021. A **motion** was made by Ms. Lindsey and **seconded** by Ms. Warren to use the previous roll call. **Motion carries.**
- A **motion** was made by Ms. Warren and **seconded** by Ms. Luebke to approve clinic closure on Saturday, January 1, 2022. A **motion** was made by Ms. Lindsey and **seconded** by Ms. Easley to use the previous roll call. **Motion carries.**
- A **motion** was made by Mr. Dyche and **seconded** by Mr. Crowner to approve GC Strategic Plan meeting on Wednesday, December 1 @ 4:00pm. A **motion** was made by Ms. Kornacker and **seconded** by Ms. Warren to use the previous roll call. **Motion carries.**
- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Kornacker to approve Dear Dr. TV agreement. A **motion** was made by Ms. Warren and **seconded** by Dr. Dyche to use the previous roll call. **Motion carries.**
- A **motion** was made by Mr. Dyche and **seconded** by Ms. Lindsey to approve FY22 budget. A **motion** was made by Mr. Crowner and **seconded** by Ms. Brassea to use the previous roll call. **Motion carries.**

IX. BOARD MEMBERS' CONCERNS AND COMMENTS: None

PUBLIC CONCERNS AND COMMENTS: No comments stated

- X.** A **motion** was made by Ms. Kornacker and **seconded** by Ms. Lindsey to adjourn the meeting at 6:32pm. **Motion carries.** A **motion** was made by Ms. Easley and **seconded** by Ms. Lindsey to use the previous rollcall. **Motion carries.**

XI. Executive Committee/Executive Session

XII. NEXT MEETING


Wednesday, December 3, 2021

4:00pm

**Governing Council & Finance Mtg.
will take place during Strategic Plan**

(Meetings will be conducted virtually, through Microsoft Teams)

Prepared by,


Mary Kilbride, Executive Assistant



Deborah Kornacker, Secretary of Governing Council