

**WILL COUNTY COMMUNITY HEALTH CENTER**  
**GOVERNING COUNCIL MEETING MINUTES**  
**VIA TELECONFERENCE**  
1/5/2022

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**MEMBERS PRESENT**

Paul Lauridsen, Chairperson (arrived @ 5:10)  
Cindy Brassea, Vice Chairman  
Michael Crowner  
Alan Dyche, Treasurer  
Judy Easley  
Deborah Kornacker-Secretary  
Marie Lindsey  
Nicole Luebke  
Vernice Warren

**MEMBERS ABSENT**

Edith Cline-Kabba

**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  
Bose Oshin, Billing Supervisor

**WCCHC STAFF ABSENT**

**WCHD STAFF PRESENT**

Sue Olenek, Executive Director  
Elizabeth Bilotta, Assistant Executive Director  
Denise Bergin, Director of Finance/Grants Management  
Chuck Flood, Compliance Officer

**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. Ms. Cindy Brassea, Vice Chairman, called the meeting to order at 5:08p.m. Mr. Paul Lauridsen arrived at 5:10pm to continue the meeting.

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

**II. MISSION STATEMENT**

Ms. Brassea read the Mission Statement.

**III. APPROVAL OF MINUTES**

ROLL CALL AND DETERMINATION OF QUORUM – Quorum present.

A **motion** was made by Ms. Lindsey and **seconded** by Ms. Kornacker to accept the minutes from December 1, 2021. **Motion carries.**

**Roll Call:** Paul Lauridsen “Aye”, Cindy Brassea “Aye”, Michael Crowner “Aye”, Alan Dyche, “Aye”, Judy Easley “Aye”, Deborah Kornacker “Aye”, Marie Lindsey “Aye”, Nicole Luebke “Aye” Vernice Warren “Aye”

**IV.** No comments from Chairperson

**V. Public Comment for Agenda Items Only:** none

**VI. CEO Report**

**Approval of Agreement with Print shop** – The HRSA American Rescue Plan Act (ARPA) award we received last summer includes funding for purging of medical records and digitalizing those remaining paper records that need to be kept for an extended period of time. We ask the Governing Council for its approval of an agreement with the Will County Archive/ Print Shop for purging and certified destruction of medical records.

Ms. Lindsey questioned the difference between purging files vs. digitizing files? Ms. Maragos stated depending on the time which we have to keep files determines whether we purge (destroy) or digitize them.

**Delta Dental Insurance agreement** – We ask the Governing Council to approve agreements with Delta Dental of IL for 2 of its plans – PPO Dental and Premier Dental. Our Attorney has noted that the agreements have different terms for termination, if needed, but Delta Dental acknowledges this and is unwilling to change any contract language. We currently have many patients on this insurance, and it would increase patient access to care as well as our revenue if we were included on their preferred provider panels.

**OSIS Health Center Controlled Network** – OSIS has received continued funding from HRSA for its Health Center Controlled Network (HCCN) for August 1, 2022-July 31, 2025 and has asked if we'd like to renew our MOU to be included in the Network. The purpose is to support health centers in leveraging health IT and data to deliver high quality, culturally competent, equitable and comprehensive primary care, with specific focus on improvement in clinical quality, patient-centered care, and provider/staff well-being. The objectives are listed on the Agreement. In the last 3 years of affiliation with OSIS' HCCN, we were assisted with improving our Patient Portal, performing a Security Risk Assessment, improving quality measures, and learning about PRAPARE for patient social risk factor identification.

**Approval of Language Line contract** – The WCHD and CHC have used the Language Line interpreting services for several years, and it is time to update and renew the contract. Trained interpreters fluent in more than 240 languages are available 24/7 via telephone or app. Video services are available for 40 languages including American Sign Language, from an app or smartphone. CHC staff use this both in the clinic and when on-call from home. The CHC spends about \$1200 per month on these services. We ask the Governing Council to approve this contract.

**Approval of Revised 340B sliding fee scale** – For our 340B discount pharmacy program, we voluntarily set a sliding fee scale for uninsured patients or those without an insurance prescription benefit, to remove any barriers for our patients to receive their medications. Our previous sliding fee scale was dissimilar from our usual medical and behavioral health sliding fee scale and it caused much confusion for our staff and associated pharmacists. We have now aligned the 340B and medical/ BH sliding scales. We ask the Governing Council for its approval.

**Strategic Planning** – We ask the Governing Council for its approval of our 2022 Strategic Plan. Based upon analysis of reports, assessments, surveys, and discussions with staff, managers, and governing council members, we present the 5 goals of the plan: 1) Develop a culture that is purpose driven; 2) Improve access to high quality health services; 3) Limit the spread of infectious disease in our community; 4) Optimize the use of technology for services and operations; and 5) Improve quality of care, demonstrated by improved scores on priority quality metrics. Each goal has a list of measurable objectives. (See attached.)

### **CMO Report**

#### **COVID-19 Update:**

Increased from 49.4 in the last 3 wks

#### **Numbers of Cases (raw numbers)**

	<u>Cases</u>	<u>Recovered</u>	<u>Deaths</u>
World	~275 million	~247 million	~5.37 million
United States	~51.9 million	~40.5 million	~ 827 K
Illinois	~ 1.97 million	~ 1.71 million	~ 30 K

~ worldometer.info (as of 12/20/2021)

#### **Total Daily New Cases - Illinois (through December 20, 2021):**

~ **significant INCREASE as it is up from 5,714 daily new cases in November 2021**

(a graph was shown of significant increases)

~ worldometer.info (as of 12/20/2021)

#### **Total Deaths - Illinois (through December 17, 2021):**

~ Upward trend as is increased from 29,376 total deaths in late November 2021

(a graph was shown of total deaths through December 17, 2021)

~ worldometer.info (as of 12/20/2021)

#### **Vaccine Coverage- Global (projected through, March 2022):**

~ 58 % of the world will be fully vaccinated by March if current trends continue

(the projections are unchanged since late November 2021)

(a graph was shown of global vaccine coverage through March 2022)

**Summary** (as of December 17, 2021; Institute for Health Metrics and Evaluation)

**Current situation:**

- The Institute for Health Metrics and Evaluation has completed its Omicron spread model that has taken into account what has been learned from airline travel, the rapid uptake replacement of the Delta Variant by the Omicron variant in Washington State, Quebec, London, and other parts of the UK, and the rapid spread pattern in the Hau Giang province of Vietnam.
- What has now been confirmed is that once Omicron is in a population, it replaces the Delta variant in roughly a two-to-three-week period, and in some communities even faster.
- Also learned, is that based on that spread data, it is expected that the Omicron variant will be the dominant variant in most places in the world by January; and given the transmission potential, it is now being suggested that there will be a very large global epidemic wave from Omicron unfolding at a much faster pace than the Delta variant wave spread around the world.
- This rapid spread will cause the Omicron variant to peak at some point in January 2022.
- Concerns regarding the Omicron variant are:
  - \* the vaccines may be less effective in preventing infection, though it is still better to vaccinate than not.
  - \* there is considerable "Immune Escape" or "Immune Evasion" with the Omicron variant. Which means that the Omicron variant has the ability to mutate in a way that evades detection, even in a vaccinated person...of note, booster vaccinations make a massive difference in protecting the human body from "Immune Escape".
- The three main strategies for all nations to overcome this latest COVID-19 winter surge will be:
  - \* **Vaccination** of the hesitant
  - \* Encouraging wearing masks as this is the fastest way to manage a surge (now, even more, the global infectious disease is encouraging "high quality" masks, i.e. N-95 Masks)
  - \* Immediate dispense the **third dose** of the COVID vaccine (this is a barrier for many low-income countries)

**New Variant – Omicron B.1.1.529**

- On November 26, 2021, The WHO designated the Omicron variant B.1.1.529 a "variant of concern"
- To gain this designation, the variant must be believed to **spread easily** and to have a **more severe disease state** associated with it; the Omicron variant has both of these features to its credit.
- The **infectious part** of the Corona virus, meaning the portion of the virus that makes it infectious in humans is called the **ACE 2 receptor**.
- The **Omicron variant** is thought to have **80% MORE ACE 2 receptors** than the DELTA variant, thus making it markedly more infectious
- It is unclear if our current vaccines will protect us against the Omicron variant, though it is postulated that the vaccine will likely protect against **severe illness**.
- The widely used PCR tests do detect the Omicron variant
- Regarding treatment for the Omicron variant, corticosteroids and IL-6 Receptor Blockers are still effective for managing patients with severe disease states. Other treatments will be assessed to see if they are still as effective given the changes to parts of the virus in the Omicron variant.

**Staffing Update:**

The following positions remain **vacant** in the health center:

- Family Medicine Physician (1)
- Family Medicine Advanced Practice Registered Nurse
- Mental Health Advanced Practice Registered Nurse: **Update** - 1 candidate interviewed last week
- Psychiatry Physician
- Certified Medical Assistant (2)
- Social Worker (1)
- Registration Manager (1)
- Behavioral Health Manager (1)
- Population Health Manager (1): **Update** - 1 candidate is in the hiring process

**CDO Report**

**BinaxNOW Rapid COVID Testing in Dental**

For the month of December 1-28, 2021, the dental clinic performed **270** tests with **4** positive cases. Patients were discharged from the dental clinic door, instructed to quarantine, and rescheduled for their dental procedures and will be tested again when they return.

As the Omicron COVID Virus is spreading, dental clinic will continue to perform BinaxNOW COVID testing for every patient, every visit before aerosol producing procedure.

**Internal Referrals**

From December 1-28, 2021, dental clinic received **31** internal referrals from our WCCHC medical providers.

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

**Mobile Dental Visits**

The Mobile Unit was scheduled for dental visits at the Public Housing in Joliet on December 15 but due to the surge in Covid cases, the mobile is postponed till further notice.

Dental secretary is contacting schools, shelters, and public housing to schedule virtual or in person community outreach oral health education by our newly hired registered Dental Hygienist.

We will also schedule and treat these patients at our dental clinic.

**Revenues:** Ms. Maragos presented the revenue report as of December 31, 2021 and as of November 30, 2021. She stated the majority of revenue received in FY22 is accrued back to FY21. The variance for the revenue is down -1.5% compared to the budget.

**Expenditure:** Ms. Maragos presented the expenditure report as of November 24, 2021. We came in 13% below budget. Ms. Bergin stated that more personnel and salaries will be assigned to FY21 as there was a final pay period not included in this report.

**Patient and Visits:** Ms. Maragos presented the Patient and Visits report. Ms. Kornacker questioned the decrease of babies being delivered? Ms. Maragos discussed the decrease of OB/Gyne visits/deliveries. Discussion took place.

## VII. DISCUSSION

- Ms. Easley presented the Governance Committee meeting discussion which took place prior to the Governing Council meeting. She spoke of the Governing Council Chairperson Evaluation form that was reviewed as well as the Governing Council Self-Assessment that was also reviewed. Both will be submitted to the Governing Council in February for approval.
- Annual forms that are required to be filled out by Governing Council members were discussed. The board was requested to have forms signed and returned to Ms. Kilbride by February 2, 2022. Ms. Kilbride will send them to all GC members following this meeting.
- Ms. Maragos presented the 5 goals of the 2022 Strategic Plan. Ms. Kornacker questioned how are we defining the word "Culture" in the first question? Is that internal and external of the Center? Ms. Maragos stated it is an internal culture. Discussion took place.

## VIII. ACTION

- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Easley to approve contracts with Delta Dental of Illinois (PPO and Premier Dental Insurance). **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". **Motion carries.**
- A **motion** was made by Ms. Kornacker and **seconded** by Mr. Dyche to approve Strategic Plan. **Motion carries.** A **motion** was made by Ms. Kornacker and **seconded** by Ms. Lindsey to use the previous roll call. **Motion carries.**
- A **motion** was made by Ms. Brassea and **seconded** by Ms. Kornacker to approve the agreement with OSIS and its HRSA funded Health Center Controlled Network. **Motion carries.** A **motion** was made by Ms. Warren and **seconded** by Ms. Brassea to use the previous roll call. **Motion carries.**
- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Brassea to approve Business Associate Agreement for Will County Archive Building (County Print Shop). **Motion carries.** A **motion** was made by Ms. Kornacker and **seconded** by Ms. Lindsey to use the previous roll call. **Motion carries.**

Ms. Kornacker questioned if we have used the Will County Archive Building in the past? Is there security behind this platform? Mr. Jass stated we have used the Print Shop in the past. Paper medical records will be scanned directly into patients EHR. If they are there for destruction, they will be destroyed. It will be staying within Will County facilities.

Mr. Flood spoke for a moment regarding the protected documents. Ms. Olenek asked Mr. Flood if we need a BAA with the Print Shop. He stated we do.

- A **motion** was made by Mr. Dyche and **seconded** by Ms. Easley to approve language line contract. **Motion carries.** A **motion** was made by Ms. Easley and **seconded** by Ms. Lindsey to use the previous roll call. **Motion carries.**
- A **motion** was made by Ms. Easley and **seconded** by Ms. Easley to approve revised 340B Sliding Fee Scale. **Motion carries.** A **motion** was made by Ms. Easley and **seconded** by Mr. Dyche to use the previous roll call. **Motion carries.**
- A **motion** was made by Mr. Dyche and **seconded** by Ms. Easley to table Cigna dental Health Agreement. **Motion carries.** A **motion** was made by Ms. Easley and **seconded** by Ms. Lindsey to use the previous roll call. **Motion carries.**
- A **motion** was made by Ms. Easley and **seconded** by Ms. Brassea to approve renewal of contract for Dr. Balin Durr. **Motion carries.** 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 Ms. Lindsey and **seconded** by Ms. Kornacker to approve renewal of contract for Dr. Hussam Marshah, MD. **Motion carries.** 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 Ms. Kornacker to approve renewal of contract for Dr. Dexter Arrington, MD. **Motion carries.** A **motion** was made by Ms. Brassea and **seconded** by Ms. Lindsey to use the previous roll call. **Motion carries.**

- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Luebke to approve renewal of contract for William Udrow, Psychologist. **Motion carries.** A **motion** was made by Mr. Dyche and **seconded** by Ms. Easley 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 Mr. Dyche and **seconded** by Ms. Brassea to adjourn the meeting at 6:33pm. **Motion carries.**

**Roll Call:** Paul Lauridsen, "Aye", Cindy Brassea, "Aye" Michael Crowner, "Aye", Alan Dyche, "Aye", Judy Easley, "Aye", Deborah Kornacker, "Aye", Marie Lindsey, "Aye", Nicole Luebke, "Aye", Vernice Warren, "Aye"

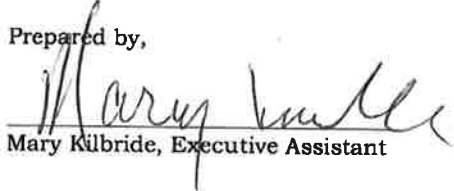
**XI. Executive Committee/Executive Session**

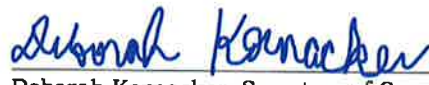
**XII. NEXT MEETING**

<b>Wednesday, February 2, 2022</b>	<b>4:30pm</b>	<b>Quality Committee</b>
<b>Wednesday, February 2, 2022</b>	<b>5:00pm</b>	<b>Governing Council</b>

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

Prepared by,

  
Mary Kilbride, Executive Assistant

  
Deborah Kornacker, Secretary of Governing Council