

WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNANCE COMMITTEE/GOVERNING COUNCIL MEETING MINUTES
VIA TELECONFERENCE

10/5/2022

MEMBERS PRESENT

Paul Lauridsen, Chairperson
Cindy Brassea, Vice Chairman
Michael Crowner
Judy Easley
Deborah Kornacker
Marie Lindsey
Nicole Luebke
Edith Cline-Kabba
Vernice Warren

MEMBERS ABSENT

Alan Dyche

WCCHC STAFF PRESENT

Mary Maragos, Chief Executive Officer
Dr. Jennifer Byrd, Chief Medical Officer
Phil Jass - Quality Improvement/Risk Management Coordinator
Bose Oshin, AR Billing Manager
Denise Sitasz – Administrative Assistant

WCCHC STAFF ABSENT

Dr. Sangita Garg, Chief Dental Officer

WCHD STAFF PRESENT

Sue Olenek, Executive Director
Elizabeth Bilotta, Assistant Executive Director
Charles Flood, Compliance Officer

OTHERS PRESENT

Adam Lipetz, ASA

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. Lauridsen, Chairman, called the meeting to order at 5:01p.m.

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

II. MISSION STATEMENT

Ms. Lindsey read the Mission Statement.

III. Pledge of Allegiance

IV. APPROVAL OF GOVERNING COUNCIL MINUTES

ROLL CALL AND DETERMINATION OF QUORUM – Quorum present.

A **motion** was made by Ms. Lindsey and **seconded** by Ms. Easley to accept the minutes from September 7, 2022. **Motion carries.**

Roll Call: Paul Lauridsen “Aye”, Cindy Brassea “Aye”, Michael Crowner “Aye”, Judy Easley “Aye”, Deborah Kornacker “Aye”, Marie Lindsey “Aye”, Nicole Luebke “Aye”, Edith Cline-Kabba “Aye”, Vernice Warren “Aye”

APPROVAL OF GOVERNANCE COMMITTEE MINUTES

A **motion** was made by Ms. Easley and **seconded** by Ms. Warren to accept the minutes from July 7, 2022. **Motion carries.**

Roll Call: Paul Lauridsen “Aye”, Judy Easley “Aye”, Vernice Warren “Aye”

V. Public Comment for Agenda Items Only: none

VI. CEO Report

School Based Health Center – We are collaborating now with Midwestern University College of Optometry to have their optometry students see patients at Brooks Middle School on 2 days per week. College administration has previous experience with providing services at Chicago Public Schools, and so they are both comfortable and excited about this arrangement. In the future we are discussing the addition of services from students of other disciplines such as speech and occupational therapy. A revised MOU with Midwestern University will be forthcoming.

Ms. Lindsey questioned that although we do not bill for the Optometry services can we include these patients in our numbers? Ms. Maragos confirmed that we are able to count them as patients as long as we register them. We bill the patient and then write off the charge.

Ms. Kornacker questioned if it is the Optometry students that see the patients or the Optometrist? Ms. Maragos stated there is always an Optometrist present and students are also present.

Mr. Lauridsen asked if Brooks school is doing anything to promote these services? Ms. Maragos stated it is being advertised on the school website.

Governing Council Bylaws – Governing Council bylaws must be first presented and discussed, and then can be voted upon at the next GC meeting. Once approved, they must be also approved by the Board of Health. The most significant proposed change to the bylaws is a more detailed description of the CEO evaluation process. The proposed changes more clearly describe how the process actually occurs. The Governing Council members are encouraged to suggest additional changes to the bylaws as they see necessary.

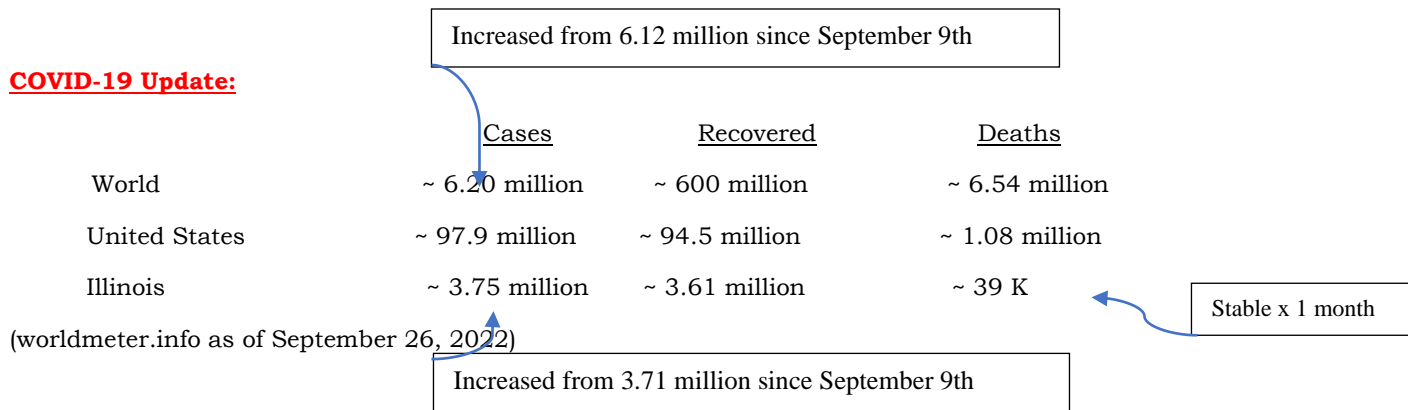
Medical Records – The former Medical Records room, with paper records dating back more than 20 years, has been cleared out and is now ready for renovation into a new Behavioral Health Suite! Paper medical records were carefully reviewed and then either saved, purged, properly disposed of, and/or scanned into an existing electronic medical record. The next project will be to do the same for even older medical records now held in our lower-level storage area, to make way for an expanded Call Center space, to be supported by County funding.

Ms. Baumgartner stated the pre-construction meeting for the Medical Records construction will be taking place on 10/11 @ 10:00am.

Ms. Cline-Kabba questioned if Medical Records will be completely digitalized? Ms. Maragos stated it will be digitalized. Ms. Baumgartner stated we will have one Medical Records staff here to deal with immediate concerns as well as walk-in patients.

CMO Report

COVID-19 Update:



Total Daily New Cases – Illinois (through September 26, 2022):

~ increased **FROM** Sept. 9th @ 5,000 new cases per day **TO** Sept. 26th @ 5,277 new cases per
(Graph was shown of new cases in Illinois through September 26, 2022)

Vaccine Coverage United States:

~ Note – vaccine coverage is expected to be at 80% by January 23, 2023, and “Herd Immunity”, also known as Population Immunity, is proposed to be achieved when 80 – 95% of the population is vaccinated.

(Graph was shown of vaccine coverage in the United States)

COVID-19 Summary update (United States):

- Estimated **daily infections** in the week of September 19th **decreased** to 1.9 million per day on average compared to 2.2 million the week before.
- Daily hospital census in the last week (through August 29) decreased to 38,000 per day on average compared to 40,000 the week before.
- Daily reported cases in the week of September 19th have decreased to 91,000 per day on average compared to 92,000 the week before.
- Reported deaths due to COVID-19 has remained stable over the last month at 39K.
- Omicron remains the dominant variant in the US.
- Mobility last week was 6% lower than the pre-COVID-19 baseline.
- As of August 29th, 34 states and the District of Columbia have reached 70% or more of the population who have received at least one vaccine dose, and 22 states and the District of Columbia have reached 70% or more of the population who are fully vaccinated 80% of people in the US have received at least one vaccine dose, and 70% are fully vaccinated.

Monkey Pox Epidemiology & Mapping (as of September 21 , 2022):

The Health Center continues to both test for Monkey Pox and administer Monkey Vaccine five days per week.

The FDA is working with CDC to clear the use of additional reagents and automation to increase the testing capacity of the laboratories in the U.S.

The FDA authorized Quest Diagnostics’ Monkeypox Virus “Real-time PCR Test”; which allows for a broader distribution of testing using this U.S. based major laboratory.

Raw Numbers of Monkeypox from Around the World – Top 10 (descending order):

United States	24,846 (was 21,504)
Spain	7,083 (was 6,749)
Brazil	7,205 (was 5,525)
France	3,970 (was 3,646)
Germany	3,597 (was 3,518)
United Kingdom	3,585 (was 3,484)

Peru	2,251 (was 1,724)
Mexico	1,367 (new to the “top 10”)
Canada	1,379 (was 1,317)
Columbia	1,653 (was 938)

Staffing Update:

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

- Family Medicine Physician (1)
- Registered Nurse Care Coordinator (1)
- Patient Registration Clerk (1)
- Population Health Manager (1)
- Certified Medical Assistant (6)
- Healthcare Liaison (1)
- Licensed Clinical Social Worker (1)
- COVID Relief Assistant (1)

CDO Report

I-HEALTH Rapid COVID Testing in Dental

For the month of July 1-26, 2022, the dental department performed 315 tests in clinic, and 48 tests in mobile (total 363 tests) with **NO positive** cases.

Mobile Dental Services

One of the mobile unit drivers is retiring end of September 2022, second driver accepted another job at WCHD and no longer available.

We are looking for the mobile driver to continue our program.

Mobile dental unit is scheduled on Tuesdays at the Brooks Middle School as our School Base Health Center program.

Internal Referrals

From July 1-26, 2022, dental clinic received 77 internal referrals from our WCCHC medical providers.

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

Ms. Olenek suggested reaching out to Vinita Voss our Equity Mgr. who may have some thoughts on ways to reach out to the parents at Brooks Middle School.

VII. Revenue FY2022:

Ms. Maragos presented revenue as of September 30, 2022. We are 7.7% above projected budget and our actual is at 82.7%. The Medical, Medicaid are above budget and 340B is doing well at 136% above budget.

Expenditures FY2022

Ms. Maragos presented expenditures as of September 30, 2022. Our goal is = to or less than 75% and we are coming in at 70.1%.

Patient & Visits:

Ms. Maragos presented the Patients & Visits report. So far this year we have 9,618 unduplicated patients compared to 9, 581. The report shows a demand in services in Dental and Behavioral Health. Discussion took place.

Provider Productivity:

Dr. Byrd presented the provider productivity report.

Ms. Kornacker questioned if there is a reason why some providers are seeing more patients than others? Dr. Byrd stated she is unsure how the providers schedule was booked, or how many no shows happen as well as some providers are new to the Center and does not have a fully booked schedule. She stated that at next month's meeting she'd explore the reasons contributing to the productivity numbers.

Ms. Kornacker questioned how do we work with our providers to help them pull their numbers up? Dr. Byrd stated she has started to show the productivity report to all providers in the hopes of an increase of seeing patients.

Mr. Lauridsen questioned if there is still an opportunity for bonuses for the providers? Ms. Maragos stated the BOH voted to allow us to bonus based on the quality indicators but not for productivity numbers as yet.

PCR tests:

Mr. Jass presented the positive rate PCR test graph through September 19th. The positivity rate is 19.35%.

VIII. Discussion

Ms. Maragos presented proposed bylaw changes. Discussion took place re: suggested changes to the bylaws. Changes will be made and presented for approval at the November 2nd Governing Council meeting. (see attached proposed bylaw changes)

IX. Action Items

- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Warren to approve CMS Navigator Contract. **Motion carries.** Paul Lauridsen "Aye", Cindy Brassea "Aye", Edith Cline-Kabba "Aye", Michael Crowner "Aye", Judy Easley "Aye", Deborah Kornacker "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye". **Motion carries.**
- A **motion** was made by Ms. Kornacker and **seconded** by Ms. Easley to approve credentialing for Ngozi Udawiale, APRN. **Motion carries.** **Motion** was made by Ms. Easley and **seconded** by Ms. Brassea to use the previous roll call. **Motion carries.**

- X. BOARD MEMBERS' CONCERNS AND COMMENTS:** None
PUBLIC CONCERNS AND COMMENTS: None

- XI.** A **motion** was made by Ms. Easley and **seconded** by Ms. Easley to adjourn the meeting at 6:33pm.
Motion was made by Ms. Easley and **seconded** by Ms. Kornacker to use the previous roll call. **Motion carries.**
- X.** **Executive Committee/Executive Session: None**

NEXT MEETING

Wednesday, November 2, 2022
Wednesday, November 2, 2022

4:30pm
5:00pm

Quality Committee
Governing Council

Prepared by,



Mary Kilbride, Executive Assistant



Deborah Kornacker, Secretary Governing Council