

**WILL COUNTY COMMUNITY HEALTH CENTER**  
**GOVERNING COUNCIL MEETING**  
**Wednesday, June 7, 2023 @ 5:00pm**

**MEMBERS PRESENT**

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Paul Lauridsen, Chairperson  
Cindy Brassea, Vice Chairman  
Michael Crowner  
Alan Dyche, Treasurer  
Judy Easley  
Deborah Kornacker, Secretary  
Marie Lindsey  
Nicole Luebke  
Vernice Warren  
Frank Sandoval

**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 (via teleconference)  
Stacy Baumgartner, Director of Operations  
Phil Jass, Quality Improvement/Risk Management Coordinator  
Bose Oshin, Billing Supervisor

**WCHD STAFF PRESENT**

Elizabeth Bilotta, Executive Director  
Denise Bergin, Assistant Executive Director

**OTHERS PRESENT**

Adam Lipetz, ASA

**A. CALL TO ORDER - Pledge of Allegiance**

The regular meeting of the Will County Community Health Center Governing Council was held in person. Mr. Dyche, Chairman, called the meeting to order at 5:03p.m.

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

**Pledge of Allegiance**

**MISSION STATEMENT**

Mr. Dyche read the Mission Statement.

**Approval of new Governing Council members**

A motion was made by Ms. Easley and **seconded** by Ms. Lindsey to approve new Governing Council member (Frank Sandoval).

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”

Mr. Sandoval spoke briefly about his background.

**B. APPROVAL OF GOVERNING COUNCIL MINUTES**

A motion was made by Mr. Crowner and **seconded** by Ms. Easley to accept the Governing Council minutes from May 5, 2023. **Motion carries.**

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

**C. Chairman’s Comments:**

**D. Public Comment for Agenda Items Only: None**

**E. CEO Report**

**IDPH Approved the application for continued SBHC Funding!** We received notice from IDPH that our application for school health center funding for July 2023 through June 2025 was approved. The total grant amount is \$210,000 over 2 years. Unfortunately, this will only cover a fraction of our anticipated expenses, but we plan to bill insurances for services to generate enough revenue to support the program.

**Innovation award** from CareMindr for our successful home blood pressure monitoring program! Our team was asked to present at a national on-line forum, with the topic, “Beyond NHCI (National Hypertension Control Initiative) – Sustaining your Program Through Value-Based Care.” The Innovation Award for Excellence in Patient Care Outcomes that we received acknowledges “the significant number of positive patient results that your program continues to achieve, as part of the National Hypertension Control Initiative.” The American Heart Association projects we have averted numerous strokes, heart attacks and related treatments, and have prevented over \$700,000 in healthcare event costs.

**Patient Target from HRSA:** This month we received notice of our annual patient target number from HRSA, based on previous performance and grant deliverables. The number is 14,995, the same as for CY2022. If this number is not reached, we will incur a penalty in the form of a percentage off of our 330-grant award.

**Lease Agreement with Genoa Pharmacy** – We ask the Governing Council for its approval of a Lease Agreement with Genoa Pharmacy, for on-site pharmacy services within the Joliet WCCHC. The Agreement is for \$950/month for 3 years. Each year the monthly cost will increase by 2%. Language has been approved by attorneys from both parties.

**HealthChoice Illinois/ Illinois HFS Collective** – We have been invited to join a statewide Collaborative of Illinois Medicaid and Medicare providers, including ambulatory providers, hospitals, and long-term care providers. Data will be collected from each and shared on a portal, to communicate our patients’ hospital admission and discharge information. The goal is improved care coordination and clinical outcomes. More information about this will be forthcoming.

**Legislative Updates** – With gratitude for the many efforts on the part of the IL Primary Healthcare Association, the IL legislature approved a significant increase in the encounter rate for FQHCs in CY2024, approximately 10% higher than that of CY2023.

**Pharmacy Services at the Community Health Center** – The Will County Board has approved the awarding of a bid to Genoa Pharmacy and subsequent lease agreement for the use of the space within the CHC. At this meeting we ask the Governing Council’s approval of this Lease Agreement. Once this Agreement is signed and the pharmacy is approved for new licenses at the WCCHC, we can move forward with a Pharmacy Services Agreement for participation in our 340B program. We hope to bring this to the Governing Council for its approval in July.

**Approval to submit FTCA application** - The Federally Supported Health Centers Assistance Acts of 1992 and 1995 provide that certain persons, referred to as covered individuals (i.e., governing board members, officers, employees, and certain individual contractors) of Federal Tort Claim Act covered entities (such as health centers that receive section 330 FQHC funds and have been approved for coverage or “deemed”) be treated as Public Health Service employees for purposes of medical malpractice liability coverage. Covered activities are acts or omissions in the performance of medical,

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surgical, dental, or related functions resulting in personal injury, including death, and occurring within the scope of employment (and within the approved scope of project). This means that a covered entity or individual is immune and will not be financially liable for any claims arising from covered activities. Congress' intent was to increase the availability of funds to health centers to provide primary health care services by reducing or eliminating health centers' malpractice insurance premiums. Annually we are expected to re-apply for this coverage and provide documentation to HRSA of provider licensure, continuing education, fitness for duty, and compliance with credentialing, among other requirements. We ask the Governing Council for its approval to submit this application.

**IDPH Family Planning grant** – The IL Dept. of Public Health has awarded us \$250,000 per year for 2 years for family planning services. This grant is federal pass-through funding, meaning it originates from the Federal Dept of HHS to the IL Dept of Public Health and awarded to 38 agencies throughout Illinois. With it we can provide visits for family planning and testing for sexually transmitted infections, health education, and supply contraceptives to uninsured patients. Minors at least 12 years old can be seen without parental permission. This is \$10,000 per years more than our previous funding. We are prohibited from providing any abortion services. We ask the GC for its approval to reapply for this grant and participate in this program from July 1, 2023, through June 30, 2024. We also ask the GC for its approval of the sliding fees for Family Planning, to allow for discounts for patients with incomes at 250% or less of the federal poverty limit. Our medical, dental, BH, and hospital sliding fees provide discounts for those with incomes at or less than 200% of the federal poverty limit, per HRSA guidelines.

### **CMO Report**

Dr. Byrd spoke of the staffing issues taking place at the Health Center. She spoke of the current interviewing taking place for DON and a BH Manager as well as numerous LPN and CMA positions open. We will also be looking for an APRN due to one current staff person giving her resignation.

### **CDO Report**

#### **Mobile Dental Services**

Mobile dental visited Felman Early Childhood Center, Catholic Charities and had a good response. The Dental secretary is doing a great job scheduling mobile dental visits twice / week.

#### **Nitrous Oxide Use for Apprehensive Children**

Use of Nitrous Oxide for apprehensive children was suspended due to Covid, and the policy needed to be updated.

For safety, we implemented the continuous monitoring log. We will document the pulse, SPO2 (percentage of oxygen in blood) and respiration every 5 minutes on this log for the whole length of the procedure.

I am glad that staff has been trained, policy updated the Bluetooth enabled pulse oximeter and IPAD have been received to continuously monitor the vitals.

The Nitrous Oxide unit is ready for use.

### **Internal Referrals**

From May 1-30, 2023, the dental clinic received 55 internal referrals from our WCCHC medical providers.

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

### **Revenue FY22**

The revenue ending 11/30/22 was presented. We were 14.7% above projected budget. Medicaid Reimbursement came in well above all others.

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### **Expenditures FY22**

Ms. Maragos presented expenditures ending 11/30/22. We came in below budget at 88.2%.

### **Revenue FY23**

The revenue ending May 31, 2023, was presented. The variance is at 2.9%.

### **Expenditures FY23**

Ms. Maragos presented expenditures ending May 2023. The goal was 41.6% and we came in well below the target at 38.1%.

### **Patient and Visits**

Patient and visits report was presented, and a brief discussion took place. In person visits are being converted to Telehealth. Our numbers for patients and visits are still exceeding that of last year.

## **F. Discussion**

### **Report from the Finance Committee Chairperson:**

Mr. Crowner presented the proceedings from Finance Committee meeting which had taken place prior to the Governing Council meeting. He discussed the reports that were reviewed. The Accts. Receivable reports were discussed. We are well within our targets for 0-120 days which is at 87% and our goal is to be between 80-90%. Everything above 120 days, we are at 13%.

There were two action items approved. They will be discussed later in the meeting.

## **G. Action Items**

- A **motion** was made by Mr. Crowner and **seconded** by Ms. Warren to approve Genoa Pharmacy lease agreement. **Motion carried.**

Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Judy Easley "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye". **Motion carried.**  
Nays: None

- A **motion** was made by Ms. Warren and **seconded** by Ms. Lindsey to table pharmacy services agreement. **Motion carried.**

Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Judy Easley "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye". **Motion carried.**  
Nays: None

- A **motion** was made by Ms. Lindsey and seconded by Ms. Warren to approve FY23-FY24 Family planning fees and sliding fee scale. **Motion carried.**

Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Judy Easley "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye". **Motion carried**  
Nays: None

- A **motion** was made by Mr. Crowner and **seconded** by Ms. Easley approve Family Planning Schedule of Discounts. **Motion carried.**

Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Judy Easley "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye". **Motion carried.**  
Nays: None

- A **motion** was made by Ms. Lindsey and **seconded** by Ms. Warren to approve FTCA application for CY2024. **Motion carried.**

Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Judy Easley "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye". **Motion carried.**  
Nays: None

- A **motion** was made by Mr. Crowner and **seconded** by Ms. Easley to approve the application for renewal of Family Planning grant for 7-1-23 to 6-30-24. **Motion carried.**

Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Judy Easley "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye". **Motion carried.**  
Nays: None

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- A **motion** was made by Ms. Lindsey and **seconded** Ms. Warren to approve renewal of policy CC-0002 Standards of Conduct for Governing Council Members, Officers, Employees, Contractors and Agents of the Health Center. **Motion carries.**  
Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Judy Easley "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye". **Motion carried.**  
Nays: None
- A **motion** was made by Ms. Easley and **seconded** by Ms. Lindsey to table the renewal of contract for Pranjali Vadgaonkar, M.D. **Motion carried.**  
Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Judy Easley "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye". **Motion carried.**  
Nays: None
- A **motion** was made by Ms. Easley and **seconded** by Ms. Warren to approve change Governing Council meeting and Governance Committee meeting to Wednesday, July 12 from Wednesday, July 5. **Motion carried.**  
Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye".  
Nays: Judy Easley  
**Motion carried.**

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

**I. PUBLIC CONCERNS AND COMMENTS:** None

**J. EXECUTIVE COMMITTEE/EXECUTIVE SESSION:** None

**K. ADJOURNMENT:** A **motion** was made by Ms. Lindsey and **seconded** by Ms. Easley to adjourn the meeting at 6:42pm. **Motion carries.**  
Ayes: Michael Crowner "Aye", Alan Dyche "Aye", Judy Easley "Aye", Paul Lauridsen, "Aye", Marie Lindsey "Aye", Nicole Luebke "Aye", Vernice Warren "Aye" Frank Sandoval "Aye".  
Nays: None

**NEXT MEETING- IN PERSON**

**Wednesday, July 12, 2023**

**Wednesday, July 12, 2023**

**4:30pm**

**5:00pm**

**Governance Committee**

**Governing Council**

Prepared by,

*Mary Kilbride*

Mary Kilbride, Executive Assistant



Vernice Warren, Vice Chairperson of Governing Council