

**WILL COUNTY COMMUNITY HEALTH CENTER  
GOVERNING COUNCIL  
Wednesday, March 6, 2024**

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**MEMBERS PRESENT**

Judy Easley  
Paul Lauridsen  
Nicole Luebke  
Vernice Warren – Vice Chairperson  
Michael Crowner – Treasurer

**MEMBERS ABSENT**

Alan Dyche – Chairperson  
Cindy Brassea  
Edith Cline-Kabba  
Marie Lindsey  
Frank Sandoval

**WCCHC STAFF PRESENT**

Mary Maragos, Chief Executive Officer  
Dr. Jennifer Byrd, Chief Medical Officer  
Stacy Baumgartner, Director of Operations  
Bose Oshin, Billing Supervisor  
Heather Forbes, Front Office/Patient Registration Supervisor

**WCHD STAFF PRESENT**

Elizabeth Bilotta, Executive Director  
Denise Berg Bergin, Assistant Executive Director

**OTHERS PRESENT**

Adam Lipetz, ASA via phone

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• **CALL TO ORDER:**

- Ms. Warren, called the meeting to order at 5:05pm
- Pledge of Allegiance
- Mission Statement:

**ROLL CALL AND DETERMINATION OF QUORUM: Quorum met at 5:05pm.**

• **REVIEW AND APPROVAL OF THE MINUTES:**

- Board minutes from February 7, 2024, **approved** by: Mr. Crowner, **seconded** by Ms. Easley

• **CHAIRMAN’S COMMENTS:**

- No chairman comments.

• **PUBLIC COMMENT FOR AGENDA ITEMS ONLY:**

- None

• **VOTE ON ACCEPTANCE OF NEW BOARD MEMBER, MR DAVID FLORES**

- **Motion** moved by Mr. Crowner, **seconded** by, Mr. Lauridsen, **motion carries**. Mr. Flores spoke briefly about his background and experience.

• **REPORTS:**

**CEO REPORT:**

- UDS report was submitted to Health Resources and Service Administration on February 14, 2024.
- School based health center has seen an increase of uninsured patients, it was determined was due to families new to the US.
- Will County Health Center modernization project is underway, CHC is focused on improving the lobby and OB suites, by painting the areas and installing new flooring in the OB suites.
- Capital Improvement Project was approved by the County Board in FY24 budget, to prepare for the call center modernization, it was required to clear medical records and storage. The new space will consist of 6 cubicles, three manager offices, and additional storage space for CHC medical and office supplies.

- Will County Health Department has been working to improve service delivery for child and adolescent behavioral health patients, by adding 501 Ella to the health centers scope of services. They have hired Dr. Flowers to provide child and adolescent psychiatry services.
- Health Resource & Services Administration HRSA site visit (HRSA) is on April 9-11<sup>th</sup>, during this time they will review policies, procedures, and financials to ensure CHC is following FQHC requirements. CHC will need at least 5 Governing Council members to attend a virtual meeting.
- 2024 Medical, Behavioral Health, and Hospital fees were requested to be approved.
- 2024 Slate of candidates for Governing Council needs to be voted on in April, in addition some council members are up for renewal and will be voted on in April.

#### **CMO REPORT:**

- Quality initiatives – Community Health Center will continue with the surveillance of Colorectal Cancer by educating our patients and staff. Each quarter CHC will focus on one topic, CHC will create a handout to present to patients, and checkout staff automatically schedule annual exams and post a progress wall chart for staff to see the health centers progress toward getting all 45yo persons in for screening.
- Infectious disease watch is trending downward at the end of third week of February, both influenza and covid.

#### **CDO REPORT:**

- Mobile dental unit service is scheduled for dental visits to Grundy County. Dentist is also scheduled to serve Grundy County for procedures not done by hygienist.
- Our dentist and hygienist attended the Chicago Dental Society Conference in February, we thank you for this learning experience. Dr Garg was presiding chair for 6 lectures.
- A retired local dentist donated dental instruments, and handpieces, the dental clinic is grateful for these donations.

#### **REVENUE AND EXPENSES REPORT**

- Ms. Maragos presented expenditures for FY24 3 months comparison.
- The revenue ending FY24 3-month comparison was presented.
- Ms. Warren asked if CHC takes managed care for Medicaid? Ms. Maragos replied it is a small percentage.

#### **PATIENT AND VISITS REPORT**

- Mr. Jass reported medical visits FY23 over a 3-month period were - 3807.
- Mr. Jass reported medical visits FY24 over a 3-month period were -2367.

#### **PROVIDER PRODUCTIVITY**

- It was reported school-based visits are up this year.
- It was reported providers are working on upholding the 15 minutes late policy to improve productivity.

#### **DISCUSSION:**

- It was reported the USD numbers are up in dental and optometry.
- Governing Council members were requested to fill out the self-evaluation form. (handed out)
- Governing Council slate of candidates was presented, approvals will be made in April board meeting.
- Nicole Luebke has agreed to be the Governing Council treasurer.

#### **FINANCE COMMITTEE**

- Revenue report was presented for February FY24 the revenue is lower than the year-to-date target but is in line with FY23 amount at this time. The CHC is expecting these numbers to improve. Behavior Health and Dental Medicaid are higher than expected.
- It was reported Bose is doing a great job on collections.

#### **ACTION ITEMS:**

- A **motion** was made by Mr. Crouner and **seconded** by Mr. Lauridsen to approve the Contract of Chicago BioMedical Services. **Motion carries.**
- A **motion** was made by Ms. Easley and **seconded** by Ms. Luebke to approve the new hours of EBO, Wednesday's at 8am -4pm, **Motion carries.**

- A motion was made by Mr. Lauridsen, **seconded** by Ms. Luebke, to approve the Executive Session Meeting Minutes, **Motion carries**.

**Approval of credentialing / recredentialing:**

- A motion was made by Mr. Crowner and **seconded** by Mr. Lauridsen for Approval of credentialing for Altroise Martin, MHNP, **Motion carries**.
- **Public concerns and comments:** None.
- **Council members' concerns and comments.** None
- **ADJOURNMENT:** A motion was made for adjournment at 6:23pm by Mr. Crowner and **seconded** by Mr. Lauridsen. **Motion carries**

**GOVERNANCE COMMITTEE MEETING WILL BE:** Wednesday, April 3, 2024, 4:30pm

**GOVERNING COUNCIL MEETING WILL BE:** Wednesday, April 3, 2024, 5:00pm

Prepared by:

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June Reisner, Administrative Assistant to CEO



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Vernice Warren - Vice Chairperson