

**WILL COUNTY COMMUNITY HEALTH CENTER**  
**GOVERNING COUNCIL MEETING**  
**Wednesday, July 12, 2023 @ 5:00pm**  
**Community Health Center Conference room.**

**MEMBERS PRESENT**

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Alan Dyche, Chairperson  
Paul Lauridsen  
Cindy Brassea  
Michael Crowner, Treasurer  
Marie Lindsey  
Frank Sandoval

**MEMBERS ABSENT**

Edith Cline-Kabba  
Judy Easley  
Deborah Kornacker, Secretary  
Vernice Warren  
Nicole Luebke

**WCCHC STAFF PRESENT**

Mary Maragos, Chief Executive Officer  
Dr. Jennifer Byrd, Chief Medical Officer  
Dr. Sangita Garg, Chief Dental Officer  
Phil Jass, Quality Improvement/Risk Management Coordinator  
Bose Oshin, Billing Supervisor  
Talecia Bradley, Director of Nursing  
Michelle Budzinski, Administrative Assistant

**WCHD STAFF PRESENT**

Elizabeth Bilotta, 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 5:02p.m.

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

Mary Maragos introduced Talecia Bradley the new director of nursing at the Community Health Center.

**Pledge of Allegiance**

**MISSION STATEMENT**

Ms. Lindsey read the Mission Statement.

**B. APPROVAL OF GOVERNING COUNCIL MINUTES**

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

A motion was made by Mr. Dyche and **seconded** by Ms. Lindsey to accept the Governing Council minutes from June 7th, 2023. **Motion carries.**

Roll Call: Paul Lauridsen "Aye", Cindy Brassea "abstained", Michael Crowner "Aye", Alan Dyche "Aye", Frank Sandoval "Aye" Marie Lindsey "Aye",

**REVIEW AND APPROVAL OF EXECUTIVE SESSION MINUTES**

A motion was made by Mr. Dyche to approve Executive session minutes from June 7<sup>th</sup>, 2023. Ms. Lindsey moved; Mr. Crowner seconded.

Roll Call: Paul Lauridsen "Aye", Cindy Brassea "abstained", Michael Crowner "Aye", Alan Dyche "Aye", Frank Sandoval "Aye" Marie Lindsey "Aye",

- C. **Chairman's Comments:**
- D. **Public Comment for Agenda Items Only: None**
- E. **CEO Report**

**Pharmacy Services at the Community Health Center** – The Will County Board has approved the awarding of the Pharmacy Services Agreement (PSA) for Genoa/ Optum Pharmacy. This Agreement sets the terms for participation in our 340B discount pharmacy program. At this meeting we ask the Governing Council's approval of this PSA. Genoa has already begun to renovate the space at the Community Health Center. They await state and federal licensing; once received we can register them as an official site for inclusion in our 340B program.

**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 is \$10,000 per year more than our previous funding. 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, 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. 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. In August we expect 2-3 site visitors to audit our compliance with this program.

**Midwestern University Agreement** – It is time to renew our Agreement with Midwestern University for Optometry services. We initiated this agreement in the Spring of 2019, to create a practical learning site for Midwestern University optometry students and provide eye care services to our patients who cannot afford them. Faculty optometrists serve as preceptors and are registered with our FTCA (federal government) insurance as covered volunteers. They are here 2-3 days per week. Eye exams, including retinal imaging, and new eyeglasses are entirely free to our patients, many of whom have never had their eyes examined. Soon we hope to add optometry services at Brooks Middle School, which has been added as a service site on the new Agreement. We ask the Governing Council for its approval of this Agreement. As of June 30, 2023, we have provided optometry care to 2066 patients! We had to suspend services for several months during COVID, and this year have lessened clinic days since 6 optometry faculty were out on maternity leave. Here are the annual numbers of patients served:

2019: 321  
2020: 316  
2021: 689  
2022: 519  
2023: 221 (6 months)

## CMO Report



### MAT Program:

- 75 total patients
- 2 new patients per week
- 5 prescribers
- Update: prescribing Suboxone *no longer requires* a secondary DEA number (“Data-Waiver”/“X-waiver”). This shift in the federal Consolidated Appropriations Act *removed* the requirement to take a course and apply for a secondary DEA number in order to prescribe.  
This will allow for more providers to prescribe Suboxone, thus reaching a larger Substance Use Disorder patient base.

### Self-Monitoring Blood Pressure (SMBP):

- Recap: This program is a part of the National Hypertension Control Initiative
- Patients are enrolled through a simple referral to our RN-Champion, and are thereafter signed up for the program.
- The patients receive a *free* home blood pressure monitoring kit that is blue-tooth enabled; this device automatically downloads the patients’ blood pressure readings into our Electronic Health Record.
- Our RN-Champion monitors the readings daily, reports information to the provider of record (for medication titration or other interventions) and generates reports.
- 535 enrolled patients
- 461 active patients
  - Results (% of patients with Blood Pressure under control):

<u>2021</u>	<u>2022</u>	<u>2023</u>
45.49%	56.92%	66.67%

- Thus, progressive improvement of our patients’ Hypertension status
  - Significance:
-

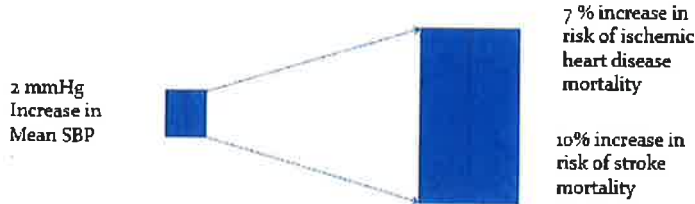


### LANCET

(Prospective Studies Collaboration, 2002; 360: 1013 - 1013)

BP Reductions as Small as 2 mmHg Reduces the Risk of CV Events  
by  
Up To 10 %

- Meta-analysis of 61 prospective, observational studies
- 1 Million adults
- 12.7 Million person - years



### Staff Training & Educational Opportunities:

- 6/14/2023: Injection training for Invega Sustenna (long-term injectable antipsychotic)
- 7/12/2023: Injection training for Vivitrol (long-term injectable for Alcohol and Opioid Cravings)
- Long range (3-6 months): cross training for all staff
- MedTrainer: electronic online platform to train staff on all topics

Supporting your business so you have time to support your patients

## MedTrainer

### MLearning

- 📖 Course creation
- 📅 CME/CE tracking
- 📚 Continuing Education
- 📝 Tracking & Reporting

### MCredentialing

- 🔍 Exclusion Checks
- 📋 Enrollment Tracking
- 👤 Privileged
- 📄 Privileging Forms

### MCompliance

- 🛡️ Disaster Preparedness
- 📄 SOP Management
- 📄 Incident Reporting
- 📄 Safety Plans

Dr. Byrd also updated the council on staffing. 2 CMAs have been hired. 3 salarie surveys are pending. A behavior health manager is in the interviewing process. 2 LPN positions are open and interviews are being scheduled. Also, a family medicine physician is in the interview process.



### CDO Report

#### **Mobile Dental and Medical Services**

Mobile dental is scheduled at Grundy County next month.  
Mobile will also be scheduled for the medical visits in July.

Dental secretary is doing great job scheduling mobile dental visits.

#### **Addition of a New Part Time Dentist**

I am excited to report that we are adding a part time (3 days/week) dentist to our team.  
Dr. Katherine Kinney Faber worked in our mobile program in 2011, went to private practice and would like to come back to public health.  
She joins our team with 14 years of diverse experience and has a very pleasant personality.  
Dr. Faber worked with me in 2011 and I am happy to welcome her back.  
She will be starting August 7, 2023, and may work one day in the mobile unit to perform follow up procedures like extractions & fillings.

#### **Internal Referrals**

From June 1-29, 2023, the dental clinic received 40 internal referrals from our WCCHC medical providers.

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

#### **Revenue FY23**

The revenue ending June 30<sup>th</sup>, 2023, was presented. Target is 50% and we are slightly lower at 45.4%.

Ms. Bilotta had an update regarding patient self-pay by credit/debit card. At the last governing council meeting these payments from December of 2022 to May of 2023 had not been entered. They are now entered and up to date.

#### **Expenditures FY23**

The goal for expenditures is 50% and we are at 41.5%

Ms. Bilotta commented that the June 23<sup>rd</sup> payroll was not posted which would bring it up to 48.66%.

#### **Patient Visits**

Patient and clinic visit were discussed. These numbers have exceeded 2022. 22,840 visits this year (2023) so far. Last year (2022) clinic visits were 21,339. Our patients have increased by 800. Also, we have provided 33 students care at Brooks middle school.

#### **Provider Productivity**

Mary discussed productivity of providers. There was a slight dip in visits for OB/GYN due to staff shortage in that department.

#### **F. Discussion**

- Assignment of new GC members to a committee.
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There was a discussion regarding committee assignment for new GC member Frank Sandoval. It was decided to assign Mr. Sandoval to Quality Committee and Governance Committee.

A discussion was held regarding Ms. Lindsey's request to include previous committee minutes distributed to council members. A vote was taken, and it was a "nay".

**G. ACTION ITEMS**

A motion was made by Mr. Crowner and seconded by Ms. Brassea for approval of renewal of the Family Planning grant for 7/1/23-6/30/24.

Roll Call: Paul Lauridsen "Aye", Cindy Brassea "Aye", Michael Crowner "Aye", Alan Dyche "Aye", Frank Sandoval "Aye" Marie Lindsey "Aye". Motion carries.

A motion was made to use previous roll call by Ms. Lindsey and seconded by Ms. Brassea. Motion carries.

A motion was made by Ms. Lindsey and seconded by Ms. Brassea to approve renewal of contract for Dolly Agba. A motion was made to use previous roll call by Ms. Lindsey and seconded by Ms. Brassea. Motion carries.

A motion was made by Mr. Lauridsen and seconded by Ms. Lindsey to approve the agreement with Midwestern University Optometry. Motion Carries.

A motion was made by Ms. Lindsey and seconded by Mr. Crowner to approve the agreement with Genoa pharmacy. A motion was made to use previous roll call by Ms. Brassea and seconded by Mr. Lauridsen. Motion carries.

A motion was made by Mr. Lauridsen and seconded by Ms. Lindsey to move the October 4<sup>th</sup> Governing Council and Governance Committee meetings to October 11<sup>th</sup>. A motion was made to use previous roll call by Ms. Brassea and seconded by Ms. Lindsey. Motion carries.

A motion was made by Mr. Crowner and seconded by Ms. Lindsey to approve the contract with Katherine Faber, DMD. A motion was made to use previous roll call by Ms. Lindsey and seconded by Mr. Crowner. Motion carries.

A motion was made by Mr. Lauridsen and seconded by Ms. Lindsey to add a new Walgreens site to 340B program. A motion was made to use previous roll call by Ms. Lindsey and seconded by Ms. Brassea. Motion carries.

A motion was made by Mr. Lauridsen and seconded by Ms. Lindsey to approve policy QRM-0005 Credentialing and Privileging Policy. A motion was made to use previous roll call by Mr. Lauridsen and seconded by Ms. Brassea. Motion carries.

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

The WCHD & CHC was awarded some money from FEMA to have some landscaping done. A new tree was planted in honor of Dr. Daniel Gutierrez and a dedication is planned for National Health Center week. Also, the CHC was awarded money from FEMA for new flooring and painting.

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

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

**K. ADJOURNMENT:** A motion was made by Mr. Lauridsen and seconded by Ms. Brassea to adjourn meeting at 6:15. A motion was made to use previous roll call by Ms. Lindsey and seconded by Mr. Crowner. Motion carries.


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**NEXT MEETING- IN PERSON**  
**Wednesday, August 2nd, 2023**  
**Wednesday, August 2nd, 2023**

**4:15pm**      **Quality Committee**  
**5:00pm**      **Governing Council**

Prepared by,

  
Michelle Budzinski, Administrative Assistant

  
Vernice Warren, Vice Chairperson of Governing Council

