

WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNING COUNCIL MEETING
Wednesday, September 6, 2023 @ 5:00pm
Community Health Center Conference room.

MEMBERS PRESENT

Alan Dyche, Chairperson
Michael Crowner, Treasurer
Marie Lindsey
Frank Sandoval
Judy Easley
Deborah Kornacker, Secretary
Vernice Warren

MEMBERS ABSENT

Edith Cline-Kabba
Paul Lauridsen
Cindy Brassea
Nicole Luebke

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
Michelle Budzinski, Administrative Assistant

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 5:05p.m.

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

Pledge of Allegiance

MISSION STATEMENT

Ms. Kornacker 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 Ms. Lindsey motioned and **seconded** by Ms. Easy to accept the Governing Council minutes from August 2nd 2023. Ms Kornacker had a question regarding the quality report. There was a discussion and the group agreed to change the verbiage to. "We have already met 3 of the 21 performance indicators" A motion was made to approve the minutes. All in favor "aye" No opposed or abstentions. **Motion carries.**

APPROVAL EXECUTIVE COMMITTEE MEETING MINUTES

A motion was made to approve the Executive by Mr. Dyche. Ms. Easley moved and Ms. Lindsey seconded
Motion carries

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

CEO Report:

IDPH Grant Funding Opportunity – We ask the Governing Council for its approval to apply for the Enhancing Post-Covid Recovery Efforts for School Based Health Needs grant, for funding to expand mental health training and resources in a school setting. With a certified School-Based health center at Brooks Middle School, the WCCHC is eligible for this funding. The funding period is from 10/1/23 to 6/30/24. We will ask for \$212,651 to support the full-time salaries of a full-time mental health nurse practitioner and licensed clinical social worker, computers, medical supplies, a subscription for Nextgen-integrated software for online registration, and registration and travel expenses for 3 persons to attend a school behavioral health conference in the Spring.

IDPH Family Planning Program Audit – We received a 2-day on-site audit of our Family Planning Grant program, with 3 site visitors. It was a resounding success! We receive \$250,000 per year for this program, and must meet rigid requirements for eligibility, services, billing, quality assurance, and credentialing. Site auditors commended us and said they would like to share our program's successes with Federal Title X authorities. Illinois Title X funding was withdrawn from family planning programs under a prior presidential administration and has recently been reinstated. One new initiative and strong recommendation for the upcoming year is for us to create an integration with our E.H.R. to include required documentation for IDPH instead of using paper forms as we are now. We will be investigating how this is done at other CHCs and will plan for implementing this in the next fiscal year.

Vaccines for Uninsured/ Underinsured Adults – We have long been a part of the Federal Vaccines for Children Program, which supplies free vaccines for uninsured and underinsured children. In 2012 the CDC expanded this program to include uninsured and underinsured adults. Some health departments participate, including the WCHD. At the end of September, we will be eligible to apply for participation. This will go a long way to improving the health of our patients who can least afford it!

Renewed Collaboration with WCHD Division of BH Services – We have resumed collaborative meetings with leadership from the Will County Health Department's Division of Behavioral Health. They will soon adopt the use of Nextgen E.H.R. and practice management software. This will greatly facilitate the sharing of mutual patient records and improve care coordination for these patients. We also hope to improve our mutual referrals, as well as collaboration among and between programs and services.

Open House at Brooks School- We hosted an Open House for our School Based Health Center at Brooks Middle School on Monday August 28. It was very successful and well attended by local and state legislators, Valley View School District administrators, VVSD Superintendent Kinder, VVSD school board members, County Executive Bertino-Tarrant, Will County Board members, Governing Council members, Brooks School administrators, Brooks SBHC staff, Lewis University faculty and community coordinator, and WCHD/ WCCHC staff. We feel blessed to receive such strong support from the Bolingbrook and Will County community for this initiative.

Reach Out and Read Mini Grant- We recently applied for grant funding of \$3000 from the Reach Out and Reach Foundation of Illinois to purchase new children's books for distribution to our pediatric patients ages birth through age 5. This program has been in operation at the WCCHC since 2001. In the last 12 months we distributed 1920 books to our patients at their well-child visits. Parents are taught the importance of developing daily reading habits with their children. For many families these are the first new books they have ever received. Since COVID our new book donations have dwindled. We will develop a further plan to keep up our resources.

2023 Strategic Plan update- Please see attached document of our 2023 Strategic Plan, with an update on our deliverables to date. We continue to keep our goals and objectives in mind as we make decisions about operations, purchases, and directions.

CMO Report:

Community Collaboration:

- The health center and administration are currently working with St. Joseph Hospital to create a referral protocol (from the hospital to the health Center) for patients seeking Medication Assisted Treatment (MAT).
- As you know, MAT are medications that are used to stave off the cravings of Alcohol and Opioids.
- Given that the Emergency Departments (E.D.) are generally the first to see patients with the diagnosis of Substance Use Disorder, this collaboration will be an excellent service to the community by linking these patients to post-hospitalization drug treatment with us.
- To offer a tangible view of the impact of Substance Use Disorder patients on Illinois Emergency Departments (as referenced in the article below)... between the years of 2014 – 2019 E.D.s saw
~ 239 thousand visits for persons with Substance Use Disorder and/or Overdoses, this translated into 710 thousand hospital days and thousands of deaths.



[J Behav Health Serv Res. 2021; 48\(4\): 597–609](#)

Quality Initiatives:

- The health center was reviewed by our Family Planning Funders at the end of August
- The site visit went exceptionally well, such that the reviewers are planning on recommending that other Family Planning Grant recipients in the state call Will County for advice on program implementation.

Discharged Patients:

- Four (4): two for aggression towards the provider (throwing items and cursing) and two for fraudulent use of prescriptive medication

Staffing:

Vacancies & Hires

- There continues to be a paucity of **Certified Medical Assistants** in the health center
 - * 10 open positions (two less since my last report)
 - * 2 hired (will start the first week of August)
 - * 4 temps are now in our employ

* additional temps requested

- **Behavioral Health Manager**

* 1 open position

* 2 interviewed by CMO

* 1 selected to interview with CEO

- references checked, salary survey returned, offer made, **declined offer**

- **L.P.N.**

* 2 open positions

* interviews ongoing

- **Family Medicine Physician**

* 1 open position

* Interviewed, both parties interested

- references checked, salary survey returned, offer pending

CDO Report:

Mobile Dental and Medical Services

Mobile dental visits are rescheduled due to mobile unit is out for repair.

Per the mobile driver, there was a water leak, and it may take another week for the repairs to be completed.

Addition of a New Part Time Dentist

Dental team is excited to welcome Dr. Faber on September 5.

Credentialing process is complete.

National Network for Oral Health Access- NNOHA Dental Conference at Denver, Nov. 5-8, 2023

Dr. Garg is invited by NNOHA to present at this conference. Presentation will be regarding how to meet the UDS goal for Sealant Measure.

Thank you to Mary Maragos and Elizabeth Bilotta to approve, encourage me to attend and present. NNOHA is the largest group of safety-net oral health practitioners in the country, and all members share a commitment to increasing access to quality oral health care for underserved populations. NNOHA is committed to providing the highest quality resources and support designed to meet the unique needs of members and their programs.

Internal Referrals

From August 1-28, 2023, dental clinic received 81 internal referrals from our WCCHC medical providers. It includes children, pregnant women and adults referred to Dental for oral health care.

C. Revenue FY2023

Ms. Maragos presented the revenue as of August 31st 2023. Medicaid is the highest contributor. We are 3% below the projected target amount.

Expenditure FY2023:

Ms. Maragos presented the expenditures for August 31st 2023. Our goal was 66.7% which is a month behind, and we came in at 58.5%

Patient and Visit Reports:

Ms. Maragos presented the Patient and Visits report for through the end of August. The CHC currently has 9,639 patients and is up from last years' 8,955. Visits are up as well. This year the CHC has had 30,817 compared to last year 29,106. Almost all other areas have increased this year as well.

Report From Finance Committee

Mr. Crowner commended the staff on all their hard work with collections. He stated that we are 3% below in revenue, however we will still be collecting after the fiscal year so that percentage will go up.

CHC Safety Focused Enhancements

Phil reported enhancements in the already robust safety program. Carol Ricken and Cindy Jackson have launched several different safety programs, such as panic buttons, handbook revisions and active shooter drills.

IPHCA Community Board Member Advisory Panel

Ms. Maragos presented two opportunities for Governing Council members to increase their knowledge of Governing Board operations.

G. ACTION ITEMS

A Motion was made to approve the renewal of contract with Dr. Sonal Gandhi . Ms. Warren moved and Ms. Kornacker seconded. All in favor "aye" no opposed or abstentions. Motion carries

A Motion was made for recredentailing Dr. Olubanwo Abejide. Ms. Warren moved, Mr. Crowner seconded. All in favor "aye" no opposed or abstentions. Motion carries.

A Motion was made for recredentailing Dr. Sangita Garg. Ms. Lindsey moved, Ms. Easley seconded. All in favor "aye" no opposed or abstentions. Motion carries

A motion was made for the initial credentialing of Dr. Katharine Faber. Ms. Kornacker moved. Ms. Easley seconded All in favor "aye" no opposed or abstentions. Motion carries.

A Motion was made for the approval of application to IDPH for Enhancing Post-Covid Recovery Efforts for School Based Health Needs Grant. Mr. Crowner moved. Ms. Warren seconded. All in favor "aye" no opposed or abstentions. Motion carries.

H. BOARD MEMBERS' CONCERNS AND COMMENTS: Ms. Lindsey inquired about the return of Edith Cline-Kabba. Mr. Dyche will contact Ms. Cline-Kabba

I. PUBLIC CONCERNS AND COMMENTS: None

J. EXECUTIVE COMMITTEE/EXECUTIVE SESSION:

K. AJOURNMENT: A motion was made for adjournment. Ms. Easley moved to adjourn, Mr. Crowner seconded. All in favor "aye" no opposed or abstentions. Meeting adjourned at 5:57pm

NEXT MEETING- IN PERSON

Wednesday, October 11th, 2023
Wednesday, October 11th, 2023

4:30 Governance Committee
5:00pm Governing Council

Prepared by,

**WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNANCE COMMITTEE via Microsoft Teams
April 5, 2023**

COMMITTEE MEMBERS PRESENT

Judy Easley
Paul Lauridsen
Vernice Warren – arrived @ 4:48pm
Alan Dyche

COMMITTEE MEMBERS ABSENT

Edith Cline-Kabba

Other Members Present

WCCHC STAFF PRESENT

Mary Maragos, CEO
Stacy Baumgartner, DOO
Phil Jass, Quality Improvement/Risk Management Coordinator
Mary Kilbride, Executive Secretary
Denise Sitasz, Administrative Assistant

OTHERS PRESENT

I. Call to Order

The meeting of the Will County Community Health Center Governance Committee was held virtually, via Microsoft Teams due to COVID-19 isolation requirements. Mr. Lauridsen called the meeting to order at 4:31 p.m.

II. Roll Call and Determination of Quorum – Quorum Present

III. Mission Statement: Mr. Lauridsen

IV. Approval of Minutes

A **motion** was made by Mr. Dyche and **seconded** by Mr. Lauridsen to approve minutes from July 6, 2022, as written. **Motion carries.**

V. Discussion

Proposed changes to Collaborative Agreement

- 17: Both the Board of Health and the Governing Council shall seek to operate the Health Center in a cost effective and efficient manner. The WCBH and the Governing Council agree to not duplicate the services already offered by the other, and to discuss and agree to any changes or scope of services, before the application process and in consideration of the needs of the community.
- 5: Addition made to the Grant Application process.
- 9: Changes were made to the Financial Management section

VI. ACTION

"Approval of slate of officers" and "Approval of slate of board members"

- Decision was made to delay election of officers until the May GC meeting. Discussion will take place at the Governing Council meeting. Suggested officers for 2023-2024 are as follows:
Alan Dyche – Chairperson
Vernice Warren – Vice Chairperson
Michael Crowner - Treasurer
Deborah Kornacker – Secretary (renewal)
- A **motion** was made by Mr. Dyche and **seconded** by Ms. Warren to table the slate of officers for 2023 until the May GC meeting. **Motion carries.**
- A **motion** was made by Mr. Dyche and **seconded** by Mr. Lauridsen to approve the slate of board members for 2023.

A motion was made by Mr. Dyche and **seconded** by Ms. Warren to adjourn the meeting @ 5:00pm.
Motion carries.

Respectfully submitted,

Mary Kilbride

Mary Kilbride, Executive Assistant