

**WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNING COUNCIL
Wednesday, April 3, 2024**

MEMBERS PRESENT

Alan Dyche – Chairperson
Judy Easley
Paul Lauridsen
Nicole Luebke
Vernice Warren – Vice Chairperson
Michael Crowner – Treasurer
Cindy Brassea

MEMBERS ABSENT

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
June Reisner, Administrative Assistant

WCHD STAFF PRESENT

Elizabeth Bilotta, Executive Director
Denise Bergin, Assistant Executive Director
Mary Kilbride, Executive Assistant

OTHERS PRESENT

Adam Lipetz, Assistant State's Attorney

• **CALL TO ORDER:**

- Mr. Dyche called the meeting to order at 5:05pm
- Pledge of Allegiance
- Mission Statement: Read by Mr. Dyche

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

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

- Board minutes from March 6, 2024, **approved** by: Ms. Easley, **seconded** by Ms. Warren
- Mr. Dyche abstained.

• **CHAIRMAN'S COMMENTS:**

- No chairman comments.

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

- None

• **VOTE ON ACCEPTANCE OF NEW BOARD MEMBERS, Mr. Matthew Glowiak & Julia Koklys**

- **Motion** moved by Mr. Lauridsen, **seconded** by, Ms. Easley, **motion carries.**

• **REPORTS:**

CEO REPORT:

- HRSA site visit is April 9, 2024, through April 11, 2024, Ms. Baumgartner asked that five members join the Governing meeting.

- CHC has a capital improvement transition changing the records room into a call center, it is going to County Board for approval in April.
- CHC has enhanced their collaboration with Joliet's detention center, helping follow ups with adults coming out of incarceration for all their mental or medical needs. They are on the VIP list at CHC so they can be seen first.
- CHC school-based facility is now fully staff, a licensed social worker has filled an open position at Brooks.

CMO REPORT:

- Dr. Byrd was out ill, if any questions, please reach out to Dr. Byrd or Ms. Baumgartner

CDO REPORT:

- Mobile dental unit service was a a day care and serviced 20 patients at the one facility in one day.
- Dr. Garg give credit to her dental assistant who has been coordinating site visits.
- The Dental department has received 83 internal referrals from CHC medical providers in March.

REVENUE AND EXPENSES REPORT

- Ms. Baumgartner stated CHC has exceeded the revenue target but has underspent in the audit process of 2023.
- Revenue has a variance of 13.9%, as the months go on, this number will go up.

PATIENT AND VISITS REPORT

- Mr. Jass asked that we table this report until May's meeting. The report was not printing properly.

PROVIDER PRODUCTIVITY

- It was proposed we do these reports quarterly.

DISCUSSION:

- Governance chair Ms. Easley discussed about the meeting.
- Governance reviewed and interviewed the two new candidates and moved forward with adding them on the Governing Committee.
- It was reported the slate of candidates for Governing Council.
- It was reported the Governing Council Self Evaluation, the new member was not aware of one item.
- Ms. Baumgartner stated she will have a new member meeting to discuss the Governing Council and their role.
- Council reviewed the Bylaws, did not find any changes to make.
- Ms. Harkins presented a presentation about community outreach. Ms. Harkins discussed how her staff helps patients sign up for Medicaid and insurance. She also mentioned the community outreach happening throughout the year.
- Ms. Baumgartner presented an update to quarter one of the Strategic Plan.


ACTION ITEMS:


- A **motion** was made by Ms. Warren and **seconded** by Mr. Lauridsen to approve the Contract of Quest lab contract. **Motion carries.**
- A **motion** was made by Ms. Easley and **seconded** by Ms. Warren to approve the consent agenda for 2024 Governing Council Members approval. **Motion carries.**
- A **motion** was made by Mr. Lauridsen, **seconded** by Ms. Easley, to approve the Medical Sliding Fee Scale. **Motion carries.**
- A **motion** was made by Ms. Warren, **seconded** by Ms. Luebke, to approve the 2024 Bylaws. **Motion carries.**
- A **motion** was made by Ms. Warren, **seconded** by Ms. Brassea, to approve Policy BR-0001. **Motion carries.**
- A **motion** was made by Ms. Warren, **seconded** by Ms. Brassea, to approve Policy BR-0011. **Motion carries.**
- A **motion** was made by Mr. Lauridsen, **seconded** by Ms. Easley, to approve the Consent Agenda for all Policies with no changes. **Motion carries.**
- A **motion** was made by Ms. Easley, **seconded** by Ms. Luebke, to approve the renewal of Dr. Sharma contract. **Motion carries.**
- A **motion** was made by Ms. Easley, **seconded** by Ms. Warren, to take off the table the approval of Dr. Dan Garganega's contract. **Motion carries.**

- A **motion** was made by Ms. Easley, **seconded** by Ms. Luebke, to approval of Dr. Dan Garganera contract. **Motion carries.**
- A **motion** was made by Ms. Warren, **seconded** by Ms. Easley, for the approval of credentialing of Dr. Dan Garganera contract. **Motion carries.**
- **Public concerns and comments:** NONE
- **Council members' concerns and comments.** Mr. Lauridsen expressed his gratitude to Ms. Maragos on all she has done for the Community Health Center and wished her well in retirement.
- **ADJOURNMENT:** was at 6:11pm.

QUALITY COMMITTEE MEETING WILL BE: Wednesday, May 1, 2024, 4:15pm
GOVERNING COUNCIL MEETING WILL BE: Wednesday, May1, 2024, 5:00pm

Prepared by:


June Reisner, Administrative Assistant to CEO


Vernice Warren – Vice Chairperson