

**WILL COUNTY COMMUNITY HEALTH CENTER  
GOVERNING COUNCIL MEETING MINUTES  
Wednesday, August 7, 2024**

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**MEMBERS PRESENT**

Judy Easley - Secretary  
Paul Lauridsen  
Alan Dyche – Chairperson  
Dr. Matthew Glowiak  
Nicole Luebke – Treasurer  
David Flores  
Dr. Julia Koklys  
Frank Sandoval (Arrived at 5:17pm)  
Vernice Warren – Vice Chairperson  
Fernanda Ariza-Perez

**MEMBERS ABSENT**

Alejandra Zamudio

**WCCHC STAFF PRESENT**

Stacy Baumgartner, Chief Executive Officer  
Dr. Sangita Garg, Chief Dental Officer  
Bose Oshin, Billing Supervisor  
Phil Jass, Quality Improvement/Risk Coordinator  
Dr. Jennifer Byrd, Chief Medical Officer  
June Reisner, Admin. Assistant to CEO  
Heather Forbes, Patient Registration Supervisor  
Kathleen Harkins, Community Outreach & Marketing Director

**WCCHC STAFF ABSENT**

Talecia Bradley

**WCHD STAFF PRESENT**

Elizabeth Bilotta, Executive Director  
Denise Bergin, Assistant Executive Director  
Armando Reyes, Director of Compliance

**OTHERS PRESENT**

Adam Lipetz, Assistant State's Attorney

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**CALL TO ORDER:**

- Mr. Dyche called the meeting to order at 5:08pm
- Pledge of Allegiance
- Mission Statement: Read by Mr. Dyche

**ROLL CALL AND DETERMINATION OF QUORUM: Quorum met at 5:08pm.**

**REVIEW AND APPROVAL OF THE MINUTES:**

- Board minutes from July 10, 2024, **approved** by Mr. Glowiak **seconded** by Mr. Lauridsen, abstained by Ms. Koklys and Ms. Warren.

**CHAIRMAN'S COMMENTS:**

- Mr. Dyche is very grateful for the new members & the monthly meetings & learning things new.

**PUBLIC COMMENT FOR AGENDA ITEMS ONLY:**

- None

**REPORTS:**

- Mr. Dyche reported on the quality committee meeting.

- Mr. Dyche reported in the survey results he was very pleased with the results of the question would you refer the CHC, 86% said yes, 5% said no, 9% did not answer.

#### **CHIEF EXECUTIVE OFFICER REPORT:**

- It was reported Illinois Department of Public Health Report findings ends on June 30<sup>th</sup> of each calendar year and here are some of the results found:
  - Family Panning reported 2539 unduplicated clients utilized family planning The program serves almost double the number of male users at 16% (CHC goal is 7%).
  - It was reported in School Based Health Center had a successful first year of operations, primary care services were provided to 271 students (287 visits) & 14 staff through a flu vaccine clinic. Of these 252 students, received well child or preventative care, the rest were sick visits or behavioral health. Most students were on Medicaid, or uninsured, private insurance was billed for 19 students and 14 staff.
  - It was reported enhancing post covid recovery efforts for school-based health needs funding was utilized to hire the mental health staff for Brooks Middle School. Two Behavioral Health Advanced Practice Nurses were hired to provide mental assessment, diagnose and medication management.
- It was reported it was National Health Center Week Nationwide and the CHC celebrated with daily themes, Monday: Healthcare for the homeless, Insurance Enrollment Specialist visited Daybreak and provided hygiene kits, Tuesday: Agriculture Workers Health Day, Educational pamphlets were handed out to staff and patients with information on migrants' safety & parasites, Wednesday: Patient Appreciation Day, health related giveaways were given to patients on a festively decorated table, Thursday: Stakeholder Appreciation Day, an email was sent to stakeholders thanking them for their support, and Friday: Staff Appreciation day, all managers contributed to a small gift of appreciation for staff.
- It was reported the CHC Call Center Modernization CIP project was approved by the County Board in the FY24 budget for \$381,047. Construction will start in August 2024.

#### **CHIEF MEDICAL OFFICER REPORT:**

- Dr. Byrd reported "Will Baby Come Back" program is a program designed to attract our gestating mothers to bring their newborns back to WCCHC for pediatric care. This program is driven by our Pediatricians during the last trimester visits of pregnancy, they are given a gift bag with informational brochures CHC pediatricians, a baby gift, sample diapers, coupons and a Onesie that says, "Will County Baby".
- The return on investment of Will Baby Come Back program shows that approximately one half of our deliveries performed by our OB/Gyne physicians at Silver Cross Hospital return for pediatric care at CHC.
- It was reported the CHC has been involved in multiple service projects with the community over the last two months.
- It was reported infectious Disease Watch – Covid 19 summer wave is continuing with the latest wastewater surveillance data detecting "High" virus activity levels across the US.
- It was reported the CHC hired a Ryan White Program Registered Nurse, Primary Care Certified Medical Assistant and 2 Mental Health Advanced Practice Nurses, all starting in the month of August 2024.

#### **CHIEF DENTAL OFFICER REPORT:**

- Dr. Garg reported the Dental Mobile Unit has been repaired and will resume dental site visits.
- It was reported the dental clinic is short a dental assistant who is out on leave and summer vacation.
- It was reported the dental clinic received 130 internal referrals from the CHC medical providers.

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

- Ms. Baumgartner stated CHC is a little below target percentage due to slow Medicaid and Medicare payments, however dental payments are on time and over their target.

- Expenditures are currently on target; the target is 58.3% and the Health Center is currently at 53.1%.

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

- It was reported the CHC is working to increase patient and visit numbers, patient numbers are lower than this time last year, but are improving from this time last month.
- Ms. Koklys asked if these reports are run on the same date as previous years for most accurate numbers, Mr. Jass reported they are indeed run on the same dates.

#### **DISCUSSION:**

- Discussion on the renewal of contract with Valley View School District MOU.
- The CHC made updates to their Quality Risk Assessment, it was updated per the request of the Federal Courts Claim Act Clinic, to follow a specific format. They used the current Quality Risk Assessment to make the updates.
- The CHC reported they updated the Quality Bonuses; the provider must see 50 patients to qualify for these bonuses.
- Mr. Dyche asked what the next steps would be for the provider quality bonuses. Mr. Jass stated once Governing Council approves the bonuses they will go to the Board of Health August 21, 2024, then they will be paid to the providers.
- The CHC did not have a policy for the Provider Bonuses, they have created a policy numbered QRM-0072.
- Ms. Harkins reported on CHC Community Outreach and Affordable Care Act for April – June 2024.
- Ms. Oshin reported on policy number BR-0023 Client Refund Policy & Procedures policy that was updated.

#### **ACTION ITEMS:**

- A **motion** was made by Ms. Warren and **seconded** by Mr. Glowiak for approval of Alejandra Zamudio to the Governing Council. **Motion carries.**
- A **motion** was made by Ms. Koklys and **seconded** by Ms. Luebke for approval of Fernanda Ariz-Perez. Governing Council. **Motion carries.**
- A **motion** was made by Ms. Warren, **seconded** by Mr. Glowiak, to table approval of New member Jose Balboa. **Motion carries.**
- A **motion** was made by Mr. Glowiak, and **seconded** by Ms. Warren, approval of the Renewal of Valley View School District **Motion carries.**
- A **motion** was made by Ms. Koklys, **seconded** by Ms. Warren, for approval of the Quality Risk Assessment. **Motion carries.**
- A **motion** was made by Mr. Lauridsen **seconded** by Mr. Sandoval, for approval of Provider Quality Bonuses. **Motion carries.**
- A **motion** was made by Mr. Sandoval, **seconded** by Mr. Glowiak, for approval of Policy QRM – 0072, Provider Bonuses. **Motion carries.**
- A **motion** was made by Mr. Lauridsen, **seconded** by Ms. Warren, for removal of tabled Policy BR - 0023. **Motion carries.**
- A **motion** was made by Mr. Lauridsen, **seconded** by Mr. Glowiak, for approval of Policy BR - 0023. **Motion carries.**
- A **motion** was made by Ms. Warren, **seconded** by Mr. Sandoval, for the approval of Mutengwana Kasapu – Mwaba, APRN, FNP-C contract renewal for 1 year. **Motion carries.**

#### **PUBLIC CONCERNS AND COMMENTS**

- Ms. Bilotta announce the Will County Community Health Center has started the review of their Strategic Plan and two of our Governing Council members are on the planning team, Ms. Warren, and Mr. Lauridsen. She asked that the Governing Council take the survey that will be emailed to them soon.

#### **COUNCIL MEMBER’S CONCERNS AND COMMENTS**

- It was asked how we achieved to sign an agreement with Valley View School District, Ms. Baumgartner responded with; three years ago, we wrote for an exploratory grant to explore the school-based health center, and found one that was a good match, it is Brooks Middle School. They helped the CHC write the grant, and we received the funding.
- **ADJOURNMENT:** Mr. Lauridsen **approved**, and Ms. Easley **seconded** to **adjourn** at 6:15pm.

**FINANCE COMMITTEE MEETING WILL BE:** Wednesday, September 4, 2024, 4:15pm

**GOVERNING COUNCIL MEETING WILL BE:** Wednesday, September 4, 2024, 5:00pm

Prepared by:

*June Reisner*

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June Reisner, Administrative Assistant to CEO



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Vernice Warren – Vice Chairperson