

WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNING COUNCIL MEETING MINUTES
Wednesday, July 9, 2025

MEMBERS PRESENT

Dr. Matthew Glowiak – Chair
Nag Jaiswal
Dr. Christopher Galloway
Vernice Warren – Vice Chairperson
Paul Lauridsen
Nicole Luebke – Treasurer
Dr Tracy Metcalf
Dr. Julia Koklys

MEMBERS ABSENT

Dr. Jose Balboa
Frank Sandoval
Alejandra Zamudio

WCCHC STAFF PRESENT

Stacy Baumgartner, Chief Executive Officer
Carol Ricken, Director of Operations
Dr. Garg, Chief Dental Officer
June Reisner, Administrative Assistant to CEO (via Teams)
Kathleen Harkins, Community Outreach
Bose Oshin, Billing Manager
Phil Jass, Quality Risk Management Manager

WCHD STAFF PRESENT

Elizabeth Bilotta, Executive Director
Denise Bergin, Assistant Executive Director

OTHERS PRESENT

Adam Lipetz, Assistant State's Attorney
Alan Dyche

CALL TO ORDER:

- Dr. Warren called the meeting to order at 5:13pm
- Pledge of Allegiance
- Mission Statement: Read by Alan Dyche

ROLL CALL AND DETERMINATION OF QUORUM: Quorum met at 5:13pm

REVIEW AND APPROVAL OF THE MINUTES:

- Council minutes from June 4, 2025, **approved** by Dr Warren **seconded** by Mr. Lauridsen, **motion** carries.
- Executive Session minutes from June 4, 2025, **approved** by Mr. Lauridsen **seconded** by Mr. Jaiswal, **motion** carries. Ms. Luebke and Dr. Koklys abstained.

CHAIRMAN'S COMMENTS:

- Dr. Glowiak thanked the members for attending the meeting and reminded them to make an appointment at the health center to become a patient.
- The members were reminded to review social media posts by Will County Health Department. Members were reminded that comments with 5 words or more move the post up to the top for more people to see.

PUBLIC COMMENT FOR AGENDA ITEMS ONLY:

- None

WILL COUNTY COMMUNITY HEALTH CENTER REPORT:

- Ms. Bilotta gave an update on events happening in the Health Department. Ms. Bergin gave a finance update.

WILL COUNTY COMMUNITY HEALTH CENTER STAFF PRESENTATION:

- Ms. Battersby and Ms. Lee gave a presentation about the CHC Medication Assisted Treatment (MAT) program.

REPORT FROM THE GOVERNANCE COMMITTEE CHAIRPERSON

- Dr. Glowiak reported that the Governance Committee is in the process of modifying the Bylaws.

CHIEF EXECUTIVE OFFICER REPORT:

- Ms. Baumgartner stated one of the goals of the health center is to expand community partnerships. As a part of this initiative, an agreement to coordinate service between the health center and Adventist Bolingbrook Hospital has been proposed. The CHC is asking for the Governing Council to approve the agreement.
- The Joliet Fire Department started a home visit program in late 2023, to follow up with people that are likely to have increasing symptoms of health issues, including congestive heart failure, diabetes, pneumonia and more. The Fire Department will follow up with patients to extend the care of the health center.
- Silver Cross Hospital and health center leadership have been working to update the agreement for several months.
- The health center is partnered with Midwestern University, for optometry services. The agreement is due for renewal. The Governing Council will be requested to approve this agreement later in the meeting.

CHIEF MEDICAL OFFICER REPORT:

- June was Alzheimer's Awareness month, and the ACA staff decorated the table with patient education flyers and educational information centering around this disease.
- The health center nursing leadership has started their annual competency testing of the clinical staff. This year the health center is trying a new way of testing, each department will be done separately, and their skills will be observed in real time.
- The health center has improved its Colorectal Cancer screening rate has increased it by 30% in the last three months.
- The health center continues to recruit for a few clinical positions.

CHIEF DENTAL OFFICER REPORT:

- Dr. Garg announced a part-time dentist has accepted an offer of employment and will be starting in mid-September.
- Dr. Garg reported on the no shows, cancellation appointments, and internal referrals.

REVENUE AND EXPENSE REPORT

- It was reported the health center is close to the revenue target. Ms. Bergin stated this is typical for this time of year, and it is expected to improve soon.
- The health center is over the expenditure target by approximately 1.2%, mostly due to using temporary staff for clinical open positions.
- Commodities and contractual service remain slightly higher than in previous years.

PATIENT & VISITS REPORT

- Mr. Jass reported the patient and visit reports show improvement from the year 2024.
- Patient visits report is showing a reduction on Telehealth appointments now that the Pandemic is over, the providers are moving to see patients in person.

- **ACTION ITEMS:**

- A **motion** was made by Dr. Warren, **seconded** by Dr. Metcalf, for approval of the Policy BR-0023 Client Refund Policy & Procedures. **Motion carries.**
- A **motion** was made by Dr. Warren and **seconded** by Dr. Galloway, for approval of the renewal of the Linkage Agreement Adventist Bolingbrook Hospital and Will County Community Health Center. **Motion carries.**
- A **motion** was made by Dr. Warren, and **seconded** by Dr. Metcalf, for approval to table the MOU Community Paramedic Program with the Will County Community Health Center **Motion carries.**
- A **motion** was made by Mr. Lauridsen, and **seconded** by Dr. Metcalf, for approval to table the renewal of Silver Cross Hospital Memorandum of Understanding (MOU). **Motion carries.**
- A **motion** was made by Dr. Warren, and **seconded** by Mr. Lauridsen, for approval of the Agreement with University of Iowa. **Motion carries.**
- A **motion** was made by Dr. Warren and **seconded** by Ms. Luebke for approval of the renewal of Midwestern University Agreement. **Motion carries.**
- A **motion** was made by Dr. Metcalf, and **seconded** by Dr. Galloway, for approval of the renewal of Ngozi Eboru Agreement. **Motion carries.**
- A **motion** was made by Dr. Warren, and **seconded** by Mr. Lauridsen, for approval of the renewal of Dr. Manamar Singh, M.D. contract. **Motion carries.**
- A **motion** was made by Dr. Metcalf, and **seconded** by Dr. Koklys, for approval of the new contract with Dr. Manju Suresh, DMD. **Motion carries.**

PUBLIC CONCERNS AND COMMENTS

- None

COUNCIL MEMBER'S CONCERNS AND COMMENTS

- None

EXECUTIVE SESSION

- None

ADJOURNMENT: A **motion** was made by Ms. Luebke and **seconded** by Dr. Koklys to **adjourn** at 6:39pm, **Motion carries.**

QUALITY COMMITTEE MEETING WILL BE: Wednesday, August 6, 2025, 4:15pm

GOVERNING COUNCIL MEETING WILL BE: Wednesday, August 6, 2025, 5:00pm

Prepared by:


June Reisner, Administrative Assistant to CEO
Vernice Warren – Vice Chairperson