

**WILL COUNTY COMMUNITY HEALTH CENTER**  
***GOVERNING COUNCIL MEETING***  
**Wednesday, August 6, 2025**

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**MEMBERS PRESENT**

Dr. Matthew Glowiak – Chairperson  
Nag Jaiswal  
Vernice Warren – Vice Chairperson  
Paul Lauridsen  
Nicole Luebke – Treasurer  
Dr Tracy Metcalf – left @ 5:59pm  
Dr. Julia Koklys  
Alejandra Zamudio – arrived 5:13pm

**MEMBERS ABSENT**

Dr. Jose Balboa  
Frank Sandoval  
Dr. Christopher Galloway

**WCCHC STAFF PRESENT**

Stacy Baumgartner, Chief Executive Officer  
Dr. Jennifer Byrd, Chief Medical Officer  
Carol Ricken, Director of Operations  
Dr. Garg, Chief Dental Officer  
Kathleen Harkins, Community Outreach  
Bose Oshin, Billing Manager  
Phil Jass, Quality Risk Management Manager  
Veronica Ayon, Program Supervisor  
Melissa Jackson-Budach, Staff Nurse III  
Alyssa Densburger, WIC Breastfeeding Coordinator

**WCHD STAFF PRESENT**

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

**OTHERS PRESENT**

Adam Lipetz, Assistant State's Attorney

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**CALL TO ORDER:**

- Dr. Glowiak called the meeting to order at 5:10pm
- Pledge of Allegiance
- Mission Statement: Read by Dr. Glowiak

**ROLL CALL AND DETERMINATION OF QUORUM:** Quorum met at 5:10pm

**REVIEW AND APPROVAL OF THE MINUTES:**

- Governing Council minutes from July 9, 2025, **approved** by Dr. Koklys and **seconded** by Dr. Warren.  
**Motion** carries.

**CHAIRMAN'S COMMENTS:**

- Dr. Glowiak thanked the members for attending the meeting and reminded all to sign up to become a patient at the Center. Also spoke of responding to social media posts when seen.

**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 (HD). Spoke briefly about funding and a reduction in our Emergency Preparedness & Response Division. HD was given approval by the Board

Of Health to ask for more levy money from the County and other agencies. Health Equity Department have been out in the community advocating on behalf of the Health Department and the Community Health Center. The Environmental Health Department was on CBS News regarding our West Niles Program. She spoke briefly about updates to the Agency's Strategic Plan.

- Ms. Bergin gave a financial update.

#### **WILL COUNTY HEALTH DEPARTMENT WIC PRESENTATION:**

- Ms. Densburger, WIC Breastfeeding Coordinator, presented a PowerPoint on Breastfeeding Support in Will County.
  - \* *Ms. Ricken questioned who the target group was for the milk depot? Ms. Densburger stated it is mainly for babies in the NICU in Illinois and Wisconsin.*
  - \* *Dr. Garg asked if there is a cost for those who want to receive the breast milk? Ms. Densburger stated If a prescription is written, the person may be able to receive the milk. Ms. Densburger stated the cost is approximately \$18.00 for a 4 oz bottle of milk.*
  - \* *Dr. Warren questioned if breast pumps are given out or does a person go through their insurance? Ms. Densburger stated they will need to go through their insurance at this point.*

#### **REPORT FROM THE QUALITY COMMITTEE CHAIRPERSON**

- Dr. Warren gave a summary of the Quality Committee meeting that took place prior to the Governing Council meeting.

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

- Ms. Baumgartner spoke of the Community Health Center move into the Northern Branch location. The first day for patients was July 22, 2025. Leadership is working to ensure both primary and behavioral health services are provided 5 days a week.
- National Health Center week is being celebrated 8/3 – 8/9, 2025. Each day of the week focuses on a unique aspect of the health center role:
  - Sunday: Celebrating 60 years of progress*
  - Monday: Staff Appreciation Day*
  - Tuesday: Patient Appreciation Day*
  - Wednesday: Health Conditions Focus*
  - Thursday: Population Focus*
  - Friday: Partner Appreciation Day*
  - Saturday: Gratitude and Future Vision*The Health Center Management Team coordinated activities focusing on each daily theme.
- Ms. Baumgartner spoke of changes happening to the federal public benefits as related to services provided by the health center. Once further guidance is received, the health department and health center leadership will evaluate current policies and practices to determine the next steps.
- Ms. Baumgartner spoke of the events taking place preparing for the new school year for the Valley View School District.

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

- Dr. Byrd spoke of the epidemiology of skin cancer. Discussion took place.
- Dr. Byrd spoke briefly about the NBO expansion.
- CHC is embarking on a Firearm Safety program.
- One of our Psychiatric APRN's will expand her practice to include Pediatrics.
- Our Psychiatric APRN has begun training to prescribe Suboxone.
- Our APRN who runs our Diabetes Clinic will be expanding her service to start a "weight loss clinic".
  - \* *Dr. Koklys questioned how patients will pay for weight loss medications? Dr. Byrd stated we can prescribe a patient, but they will be responsible to pay for medication. The health center is exploring the utilization of the 340B program providing a discount to the patient. Further discussion and decisions need to take place.*
- Staffing at the CHC was discussed.

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

- Dr. Garg spoke of the possibility of having the mobile dental unit scheduled at NBO a few times a month.
- Dr. Garg spoke about attending the IPHCA dental directors meeting in early July.
- Dr. Garg presented the current no-show and cancellation dental appointments through June 2025. Discussion took place.

### **REVENUE AND EXPENSES REPORT**

- Revenue and Expenditures were presented. Ms. Bergin spoke briefly.

### **PATIENT & VISITS REPORT**

- Mr. Jass reported the patient and visit reports as of June 30, 2025. The total number of all patients & visits has decreased. This could be due to virtual appointments having decreased. The APRN visits have also decreased. The Dental visits decreased a small amount. The health center leadership is revising the schedule template to increase the number of appointments available.

### **PROVIDER PRODUCTIVITY**

- Dr. Byrd briefly discussed that few providers are meeting their productivity requirements. Most providers are very close to meeting their goals. Dr. Byrd will meet with Behavioral Health providers to develop an improvement plan with them.
- Dr. Garg learned during a conference she attended that having a policy which is handed out to patients helped with “No Show” numbers. Further discussion will take place.

### **MEDICAL PROVIDER PEER REVIEW**

- Dr. Byrd reviewed the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> quarter Primary Care/Pediatric/OB/Family Planning and Psychiatry Provider Peer Review Report.

### **DENTAL PROVIDER PEER REVIEW**

- Dr. Garg reviewed the 1<sup>st</sup> and 2<sup>nd</sup> and 3<sup>rd</sup> quarter Dental Provider Peer Review Report.

### **OLD BUSINESS: None**

### **NEW BUSINESS ACTION ITEMS:**

- A **motion** was made by Mr. Lauridsen, **seconded** by Ms. Zamudio, for approval of MOU between the City of Joliet and Will County Community Health Center. **Motion carries.**
- A **motion** was made by Dr. Warren and **seconded** by Ms. Luebke, for approval of the renewal of Silver Cross Hospital Memorandum of Understanding. **Motion carries.**
- A **motion** was made by Dr. Warren, and **seconded** by Mr. Lauridsen, for approval of the Locum Tenens Agreement. **Motion carries.**
- A **motion** was made by Dr. Warren, and **seconded** by Mr. Lauridsen, for approval of the renewal of contract for Dr. Tracy Vera. **Motion carries.**
- A **motion** was made by Mr. Lauridsen, and **seconded** by Mr. Jaiswal, for approval of the renewal of contract for Mutengwana Kasapu-Mwaba. **Motion carries.**
- A **motion** was made by Dr. Koklys and **seconded** by Mr. Lauridsen for approval of the renewal of contract for Dr. Jeffrey Williams. **Motion carries.**
- A **motion** was made by Mr. Lauridsen, and **seconded** by Ms. Zamudio, for approval of the renewal of contract for Dr. Khapekar. **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 Ms. Warren to **adjourn** at 6:32pm, **Motion carries.**

FINANCE COMMITTEE MEETING WILL BE: Wednesday, September 3, 2025, 4:30pm  
GOVERNING COUNCIL MEETING WILL BE: Wednesday, September 3, 2025, 5:00pm

Prepared by:

  
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Mary Kilbride, Executive Assistant – Health Dept.

  
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Vernice Warren – Vice Chairperson

Dr. Matthew Glowiak, Chairperson  
on behalf of Vernice Warren