



## Will County Community Health Center Governance Committee Meeting Minutes January 7, 2026

### COMMITTEE MEMBERS' PRESENT

Matthew Glowiak  
Paul Lauridsen  
Nicole Luebke  
Vernice Warren  
Nag Jaiswal

### COMMITTEE MEMBERS ABSENT

Frank Sandoval

### WCCHC STAFF PRESENT

Stacy Baumgartner, CEO

### OTHERS PRESENT

Elizabeth Bilotta, Executive Director  
Mary Kilbride, Executive Assistant  
Armando Reyes, Director of Compliance

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### CALL TO ORDER:

- Dr. Warren called the meeting to order at 4:31pm
- Roll Call for determination of a quorum: **Quorum met**
- Mission Statement Read By: Ms. Warren

### REVIEW AND APPROVAL OF THE MINUTES:

- There was a **motion** by Mr. Glowiak, to accept the meeting minutes from 10/3/25 and **seconded** by Mr. Lauridsen. **Motion carries.**  
Ms. Luebke abstained from approval of minutes.
- Decision was made that it wasn't necessary to approve 10/1/25 meeting as it was just a discussion meeting.

### DISCUSSION ITEMS:

- Ms. Baumgartner spoke of specific responsibilities of the Governance Committee and some of the responsibilities involving the bylaws.
- Ms. Baumgartner spoke of updating and reviewing the bylaws at the 10/3/25 Governance meeting. There are several responsibilities of the Governance Committee that are currently not being fulfilled.
  - The main items needing further assessments are: self-assessment, evaluation of the Governance Council and the Chairperson, Improvement Planning, Ongoing Education of Current Members and Succession Planning for Council Chair and other Council leaders.
  - Review of position descriptions and make sure we have a good understanding of Council Chair and Council Members.
  - Gap Analysis and Identify Succession Planning and Recruiting Needs for the Governance Committee and Governing Council.
  - Develop and retention of potential Council members.
  - Evaluate the performance of Council members who are up for reelection.
- The groups of partners that were decided on were:
  - Mr. Glowiak, Ms. Luebke and Ms. Bilotta will take over the HR, orientation, education of Council members and evaluation of Council members.
  - Ms. Warren and Mr. Jaiswal will take over job descriptions, vetting, and diversity.
  - Mr. Lauridsen and Mr. Sandoval will take over Succession Planning and Gap Analysis.



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- All teams will meet and present their evaluations in April 2026.

**ACTION ITEMS:**

- None

**ADJOURNMENT:**

- A **motion** was made by Dr. Glowiak and **seconded** by Ms. Luebke to adjourn at 4:47pm. **Motion** carries.

Respectfully submitted,

*Mary Kilbride*

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Mary Kilbride, Executive Assistant

Governance Council Meeting will be on Wednesday April 1, 2026 4:30pm to 5:00pm