

**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES**

May 20, 2026

The monthly meeting of the Board of Health held at the Will County Health Department, 501 Ella Avenue, Joliet, IL was called to order at 3:00 p.m., Chief Paul Hertzmann, President presiding.

ROLL CALL/ QUORUM WAS MET AT 3:00pm

MEMBERS' PRESENT

Chief Paul Hertzmann, President
Dr. Billie Terrell, ACSW, Vice President
Edna Brass, MA, BS, Secretary
Chief Jeff Carey
Dr. Scott Soderquist
Pam Robbins, MSN, RN
Mica Freeman (arrived at 3:02pm)
José Vera

MEMBERS ABSENT

Allison Gunnink, MBA, LPMT, MT-BC
Dr. Gary Lipinski
Dr. Silvio Morales
Raquel Mitchell

STAFF PRESENT

Elizabeth Bilotta, Executive Director, Administration
Denise Bergin, Assistant Executive Director, Administration
Mary Kilbride, Executive Assistant, Administration
Cindy Jackson, Director of Administrative Services
Stacy Baumgartner, Chief Executive Officer, Community Health Center
Diane Scruggs, Director of Behavioral Health
Cheryl Picard, Assistant Director of Family Health Services
Sean Conners, Director of Environmental Health
Armando Reyes, Director of Compliance, Administration
Randy Jurek, Director of ITT, Administration
Ted Strejcek, Information Technology Specialist II, Administration
Jillian Carlisle, Assistant Director of ITT, Administration
Sylvia Muniz, Director of Family Health Services
Kevin Juday, Communications Program Manager, Administration
Michelle Zambrano, Director of Operations, Behavioral Health
Stacey Knack, Director of Human Resources, Administration
Alpesh Patel, Program Coordinator, Family Health Services
Carol Ricken, Director of Operations, Community Health Center
Katie Weber, Program Coordinator, Administration
Barbara Agor, Safety & Risk Reduction Officer, Administration
Dr. Kathleen Burke, BH Community Coordinator, Behavioral Health
Stefanie Monreal, Intake Manager, Behavioral Health
Magda Lara, Staff Nurse II, Family Health Services
Sam Ortega Hughes, Program Coordinator-Sub Use Int, Behavioral Health
Nancy Mulvihill, Child & Adolescent Coordinator, Behavioral Health
Joan Stefka, Community Health Educator II, Family Health Services
Kathleen Harkins, Community Outreach & Marketing Coordinator, Community Health Center
Betsy Cozzie, Program Coordinator, Family Health Services

Connie Dewall, Program Manager, Behavioral Health
 Tim Ackerman, Community Health Educator II, Family Health Services
 Darcy Jasien, Program Coordinator-NBO, Behavioral Health
 Maria Cordova, Administrative Operations, Behavioral Health/Patient Registration Mgr., Behavioral Health
 Stephanie Baskin, AR Billing Manager, Behavioral Health
 Autumn Allen, Environmental Health Intern, Environmental Health
 Anthony Barbero, Environmental Health Intern, Environmental Health
 Dr. Gray, Psychologist, Behavioral Health
 Supatchara Laksanaprom, Psy.D, Behavioral Health

OTHERS PRESENT

Dan McGrath, Assistant State's Attorney
 Matt Glowiak, Chairperson Governing Council, Community Health Center

A quorum was met at 3:00pm.

PLEDGE OF ALLEGIANCE

PRESIDENT'S COMMENTS: Chief Hertzmann welcomed all in attendance at the meeting.

EXECUTIVE DIRECTOR'S COMMENTS

- Ms. Bilotta spoke of the survey that had been sent to all BOH members. She requested that the three remaining members complete the survey by the June BOH meeting. The results will be discussed at that time.
- FY27 budget was sent to the County last Friday. Ms. Bergin will be speaking about this later in the meeting.
- In June, we will be presenting information from Health Management Associates (HMA). They were engaged by Will County Executive Office to conduct a fundamental, operational and financial assessment of the Health Department and the Community Health Center. In June the results will be presented.
- It was mentioned that we continue to work on legislation regarding the Local Health Protection Grant. In addition, Senate Leader Julie Morrison drafted a letter to the Illinois State Senate President in support of an increase in the Local Health Protection Grant.
- IDPH announced that Illinois rises to the top tier of the National Emergency Preparedness ranking.
- May 10-16 was National Women's Health week.
- May is Mental Health Awareness month.
- Dr. Matt Glowiak, Chairperson of the Governing Council at the Community Health Center, was introduced.

Ms. Scruggs/Ms. Zambrano presented a certificate to Dr. Gray, Behavioral Health Psychologist who is retiring after 23 years on June 19, 2026.

PUBLIC COMMENTS FOR AGENDA ITEMS ONLY: None

APPROVAL OF BOARD OF HEALTH MINUTES

Moved to approve April 15, 2026, regular meeting minutes as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Terrell
SECONDER:	Chief Carey
AYES:	Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
ABSTAIN:	None

APPROVAL OF EXECUTIVE SESSION BOARD OF HEALTH MINUTES

Moved to approve April 15, 2026, executive meeting minutes as presented (meeting minutes were handed to BOH members and then retrieved after the vote).

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Terrell
SECONDER:	Chief Carey
AYES:	Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
ABSTAIN:	

Discussion of November 30, 2025, Financial Report. Ms. Bergin spoke.

APPROVAL OF FINANCIAL REPORTS

Ms. Bergin provided an update on the Agency's financial statements as provided by the County ending April 30, 2026.

The Board of Health moved to approve the Treasurer's Report and Department Financial Reports for the month of April 2026 as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Terrell
SECONDER:	Chief Carey
AYES:	Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
ABSTAIN:	None

REPORTS AND STATS FROM DIVISIONS

Written reports and division stats were provided in the packet by Administration - Executive Director, the Community Health Center Chief Executive Officer, and the Division Directors.

Ms. Baumgartner – Chief Executive Officer, Community Health Center and Carol Ricken, Director of Operations (Presented report for the month of May)

- Joliet and Bolingbrook locations were visited by Family Planning Program Administrators for their annual site visit. The visit went well.
- GBS came to discuss goals for the upcoming 12 months.
- Health Management Associates (HMA) came out. Recommendations were received
- Ms. Baumgartner spoke about the Clinical and Leadership team from the health center meeting with management and discharge staff from Silver Oaks inpatient facility (Silver Cross Campus). The meeting was to coordinate treatment planning.
- Ms. Ricken spoke of the need of patients on Medicaid to redetermination every 6 months. If they accidentally do not redetermine, they are without insurance for a year. They also may need to change insurance plans once redetermination is complete and CHC may not take the new insurance.
- CHC has their annual survey at Brooks Middle School tomorrow.
- Ms. Ricken spoke of the electronic consent form being launched at Brooks Middle School and the success of this. This allows students to be seen if parents are unable to attend. All other information can be provided over the phone.
- * *Ms. Freeman questioned if we are seeing denial of Medicare claims? Ms. Ricken stated she has not heard about that from Ms. Oshin.*
- * *Ms. Freeman stated in 2027 there will be more cuts and denials. Do we have a plan for when that happens?*
- * *Ms. Ricken stated we will be contacting all of our patients, speaking to them about the redetermination process and confirming that their insurance is in our plan as well as confirming that Silver Cross is in their insurance plan. Information cards have been printed and will be handed out at the Registration desk (English/Spanish).*
- * *Ms. Brass spoke of the statement regarding "warm handoff" in the Silver Oaks and Will County Community Health Center Partnership paragraph. Ms. Baumgartner stated as a patient steps down from*

inpatient, they will be coordinating their care with the Community Health Center with their medication management or coordination of care.

** Ms. Brass questioned the statement "electronic process is less useful in other clinic setting". She asked what this meant? Ms. Bilotta stated she feels it is more useful in the school setting due to parents not being at the school vs. in the clinic setting.*

- Dr. Byrd was not in attendance but wanted it noted that she has updated the blood pressure monitor guidelines.
- Ms. Baumgartner spoke briefly about the Spotlights written in her report.

Ms. Muniz – Director of Family Health Services and Ms. Picard, Assistant Director of Family Health Services, and Joan Stefka, Community Health Educator II (Presented Report for the month of May)

- Ms. Stefka spoke about the NatCon Denver 2026 Conference she was invited to attend.
 - * Ms. Brass questioned the "Smoke-Free Illinois Act" 42 new compliance signage checks? Ms. Stefka stated the Smoke-Free Illinois Act requires signage and staff completed 42 new compliance signage checks in April.*
- Dr. Alpesh spoke about the current Ebola and Hantavirus cases that have been reported. The risk is very low for the general population.
 - * Ms. Robbins indicated that she heard that the responses to these outbreaks was delayed or impacted since the US is not part of WHO anymore. Dr. Patel felt that was not correct since we are still a part of everything going on. We are still working/communicating with all other agencies.*

Mr. Conners – Director of Environmental Health and Justin Christensen, Geologist (Presented Report for the month of May)

- Mr. Conners spoke about Tick surveillance and West Nile season starting up. Discussion took place.

Ms. Scruggs – Director of Behavioral Health, (Presented Report for the month of May)

- Ms. Scruggs stated that the current Clinical Training Program will be ending in August.
- She spoke of the new Substance Use Recovery Program Coordinator. Ms. Ortega Hughes was accepted into the Pre-Trial Success Program's Advisory Council through Southern Illinois University. She will be representing Will County. The program is to reduce pretrial detention by expanding access to community-based pre-trial support and services.
- Eleven new red boxes for Narcan distribution have been placed.
- Discussions continue with Joliet Fire Department. A memorandum of understanding is being worked on that will allow the BH Division of the WCHD to service the Fire Department clients who are Medicaid.
 - * Ms. Freeman commended Dr. Burke for her presentation at the Plainfield Village to discuss Kratom. The village passed a ban on Kratom.*

Katie Weber, EP&R Program Coordinator, Barb Agor, Safety and Risk Reduction Officer, Mr. Juday – Communications Program Manager (Presented Report for the month of May)

- Ms. Weber spoke about the FIFA World Cup which will take place 6/11 – 7/19. This will increase the number of foreign travelers to some of our large US cities.
- Ms. Weber included maps presented of the team country of origin, the importation risk for each host city, and the most prevalent diseases in that visiting country.
 - * Ms. Freeman questioned if these risks took place before the Ebola outbreak? Ms. Weber said Yes.*
- Ms. Bilotta stated the FIFA World Cup is the world's largest event. More than 100 matches will be played across 16 cities, US Canada and Mexico. Travelers from more than 48 countries will be coming.
- Ms. Agor spoke of the Tornado Drill that took place as well as Safety Orientation that took place in April for new employees.
- Mr. Juday spoke of the PDF accessibility project. We are 75% complete. We just got notified that the DOJ pushed back the deadline date to April 2027.
- Mr. Juday spoke of the internal event form that is being created. It will be accessible online. The form will prepopulate for all to see. It will be utilized for any events at Health Department/Community Health Center.

OLD BUSINESS:

Funding Update

Ms. Bergin provided a funding update.

NEW BUSINESS:

Resolutions #26-20 - #26-22

RESOLUTION #26-20 APPROVAL OF PAYMENT OF THE ANNUAL MEMBERSHIP IN COMMUNITY BEHAVIURAL HEALTHCARE ASSOCIATION

Ms. Scruggs spoke about the annual membership for the Community Behavioral Healthcare Association.

RESULT: APPROVED [UNANIMOUS]
MOVER: Chief Carey
SECONDER: Ms. Freeman
AYES: Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
ABSTAIN: None

RESOLUTION #26-21 APPROVAL OF THE RENEWAL OF THE AGREEMENT WITH COMPREHENSIVE CLINICAL SERVICES, P.C.

Ms. Scruggs spoke about the renewal of the agreement with Comprehensive Clinical Services. We acquire licensed APRN's for our Psychiatric Services.

RESULT: APPROVED [UNANIMOUS]
MOVER: Ms. Freeman
SECONDER: Chief Carey
AYES: Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
ABSTAIN: None

RESOLUTION #26-22 APPROVAL OF QUALITY ACHIEVEMENT BONUSES FOR COMMUNITY HEALTH CENTER PROVIDERS

Ms. Baumgartner spoke about the Quality Achievement Bonuses for the providers at the Community Health Center.

RESULT: APPROVED [UNANIMOUS]
MOVER: Chief Carey
SECONDER: Dr. Terrell
AYES: Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
ABSTAIN: None

APPROVAL OF PERSONNEL STATUS REPORT FOR MAY

Personnel Status Report was discussed by Ms. Bilotta.

RESULT: APPROVED [UNANIMOUS]
MOVER: Dr. Terrell
SECONDER: Ms. Brass
AYES: Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
ABSTAIN: None

The Board approved all personnel changes for the Will County Health Department for the month of May.

BOARD MEMBERS' CONCERN AND COMMENTS:

- Mr. Vera stated the Charity Care Bill passed in the Senate today.
- Ms. Robbins stated the Renal Bill did pass.

PUBLIC CONCERNS AND COMMENTS: None

Approval of going into Executive Session at 4:07pm to discuss employment, compensation of specific employees pursuant to Section 2(c)(1) of the Illinois Open Meetings Act.

RESULT: APPROVED [UNANIMOUS]
MOVER: Dr. Terrell
SECONDER: Chief Carey
AYES: Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
OTHERS: Elizabeth Bilotta, Denise Bergin, Stacey Knack, Diane Scruggs, Michelle Zambrano, Stacy Baumgartner, Dan McGrath, Mary Kilbride
ABSTAIN: None

Approval to come out of Executive Session at 5:02pm.

RESULT: APPROVED [UNANIMOUS]
MOVER: Ms. Freeman
SECONDER: Ms. Robbins
AYES: Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
OTHERS:
ABSTAIN: None

ADJOURNMENT

A motion was made by Ms. Robbins and seconded by Ms. Freeman to adjourn the Regular Session meeting at 5:03pm.

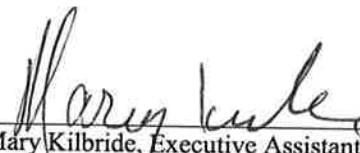
RESULT: APPROVED [UNANIMOUS]
MOVER: Ms. Robbins
SECONDER: Ms. Freeman
AYES: Chief Hertzmann, Dr. Terrell, Ms. Brass, Chief Carey, Dr. Soderquist, Ms. Robbins, Ms. Freeman, Mr. Vera
ABSTAIN: None

By: _____



Ms. Edna Brass, Secretary
Will County Board of Health

By: _____



Mary Kilbride, Executive Assistant
Will County Health Department