

**WILL COUNTY HEALTH DEPARTMENT
BOH MEETING MINUTES**

June 17, 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 3:01 p.m., Chief Paul Hertzmann, President presiding.

ROLL CALL/ QUORUM WAS NOT MET AT 3:01pm

MEMBERS PRESENT

Chief Paul Hertzmann, President
Dr. Billie Terrell, ACSW, Vice President – via Teams
Edna Brass, MA, BS, Secretary
Chief Jeff Carey (left at 3:56 pm)
Dr. Gary Lipinski
Pam Robbins, MSN, RN
Mica Freeman
Raquel Mitchell (arrived @ 3:19pm)

MEMBERS ABSENT

Allison Gunnink, MBA, LPMT, MT-BC
Dr. Silvio Morales
Dr. Scott Soderquist
José Vera

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 Connors, 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
Michelle Zambrano, Director of Operations, Behavioral Health
Alpesh Patel, Program Coordinator, Family Health Services
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
Nancy Mulvihill, Child & Adolescent Coordinator, Behavioral Health
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
Dr. Sangita Garg, Community Health Center
Liaquath Mohiuddin, Community Health Educator, Family Health Services
Caitlyn Daly, Program Mgr. MAPP, Family Health Services
Justin Christensen, Geologist, Environmental Health

Xenia Geraghty, Engagement Specialist, Behavioral Health
Aishwarya Balakrishna, Health Equity Manager, Administration
Jennifer Byrd, MD, Chief Medical Officer, Community Health Center
Diana Visvardis, Program Manager, Family Health Services

OTHERS PRESENT

Najm Syed, Will-Grundy Medical Clinic
Molly Martinez, Will-Grundy Medical Clinic
Parker Cox, Will-Grundy Medical Clinic
Olayemi Shekete, Will-Grundy Medical Clinic
Toni Renken, Assistant State's Attorney

A quorum was not met at 3:01pm.

PLEDGE OF ALLEGIANCE

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

EXECUTIVE DIRECTOR'S COMMENTS

- Ms. Bilotta reminded all in attendance that there will not be a Board of Health meeting in July.
- June is Men's Health month.
- We met with County Finance today to review the FY27 budget draft. We will continue to work on FY27 budget and will present it to the board in October or November as it gets closer to being finalized.
- The County contracted with the consulting firm Health Management Associates to complete a financial assessment of the Health Department and the Community Health Center. They just finalized their reports and recommendations. We will present their findings, recommendations and proposals for follow up to the BOH in August.
- On May 29th, the US Office of Management and Budget (OMB) published a rule change which will rewrite 2CFR200, commonly known as the Uniform Guidance, which provides guidance on the management of federal grants. Ms. Bilotta stated that as we learn more about these proposed changes, we will share with the BOH.
 - * *Ms. Brass questioned what the change is in general? Ms. Bilotta stated it is about accountability and more oversight on grant funding. They want to improve accountability, prevent misuse of tax payor money, protect grant funds from going out to projects that may support unlawful, diverse doctrines. More information on the proposed changes will be sent to the BOH members. Ms. Bergin added this rule change includes a change from guidance to regulation. In addition, there are new provisions added to prohibit grants supporting DEI, Gender Identity activities, and also adds the screening of grant applications and awards by Appointed Senior Officials.*

PUBLIC COMMENTS FOR AGENDA ITEMS ONLY: None

Ms. Baumgartner – Chief Executive Officer, Community Health Center and Dr. Jennifer Byrd, Chief Medical Officer (Presented report for the month of June)

- On June 3, 2026, the CHC was notified they received full accreditation for Ambulatory, Behavioral Health and Patient Centered Medical Home from Joint Commission.
- The health center received an additional \$3,000 to fund the Reach Out and Read program.
- An annual survey at Brooks School-Based Health Center was completed May 21st. The surveyor was very positive about the health center operations at Brooks.
- CHC is evaluating the Medicaid Redetermination Impact on patients.
- CHC is currently reworking workflows, to make sure staff and providers are as efficient as possible.
- May was Mental Health Awareness month.
- Dr. Byrd spoke of 1 in 7 adults worldwide that live with a mental illness.
 - * *Chief Hertzmann questioned why 1 in 7 worldwide versus 1 in 5 in the US live with mental illness? Dr. Byrd was unsure but will have an answer at the August BOH meeting.*
- CHC has been working on efficiency models to:
 - Improve and decrease the length of time it takes to register
 - Decrease wait times and cycle times
 - Rapidly render required medical screening tools

- Increase the number of patients seen per day
- Refine our ability to capture health outcome data
- Dr. Byrd addressed some of the items from the CHC BH report from Veronica Ayon, BH Clinic Manager.
- CHC BH is currently working on following up with Silver Oaks Hospital to:
 - Develop structured warm handoffs from inpatient to outpatient Behavioral Health
 - Direct communication with Silver Oaks case management to improve follow-up
 - Work to formalize shared care pathways and continuity of care
- * *Ms. Brass questioned if Silver Oaks provides any outpatient care? Dr. Byrd was unsure but will have an answer at the August BOH meeting.*

Ms. Muniz – Director of Family Health Services and Ms. Picard, Assistant Director of Family Health Services (Presented Report for the month of June)

- Ms. Muniz spoke about the Grill and Chill BBQ that took place at the Health Department on June 12, 2026. Our HIV/STI team sponsored this event, which included activities like rapid HIV testing by our staff, onsite grilling, a DJ, free raffles, giveaways and games with a focus on reaching our prioritized populations and linking them to services.

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

- Mr. Christensen spoke about receiving a call from one of our licensed well drillers and was informed that the well driller was at a vacant property in Frankfort where an old well on the property drained a pond and all the fish in the pond. Further conversation took place.

A quorum was met at 3:19p.m.

APPROVAL OF BOARD OF HEALTH MINUTES

Moved to approve May 20, 2026, regular meeting minutes as presented.

RESULT:	APPROVED
MOVER:	Ms. Freeman
SECONDER:	Chief Carey
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	Dr. Lipinski

APPROVAL OF EXECUTIVE MEETING MINUTES

Moved to approve May 20, 2026, executive meeting minutes as presented.

RESULT:	APPROVED
MOVER:	Ms. Brass
SECONDER:	Ms. Freeman
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	Dr. Lipinski

APPROVAL OF FINANCIAL REPORTS

Ms. Bergin presented a detailed explanation of the Agency's financial statements ending May 31, 2026. The Board of Health moved to approve the Treasurer's Report and Department Financial Reports for the month of May 2026 as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Carey
SECONDER:	Ms. Brass
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

NEW BUSINESS:

Resolutions #26-23 - #26-29

RESOLUTION #26-23 APPROVAL OF DISCONTINUATION OF SASS/MCR PROGRAM

Ms. Scruggs spoke of discontinuing SASS/MCR Program.

- * *Dr. Lipinski asked if there is another agency that can help with this program? The current program that covers Will County for crises is Trinity Services.*

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Carey
SECONDER:	Ms. Freeman
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

RESOLUTION #26-24 APPROVAL OF DISCONTINUATION OF IL HEALTH NAVIGATOR GRANT

Ms. Baumgartner asked for approval to discontinue the Navigator Grant effective July 1, 2026.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Mitchell
SECONDER:	Chief Carey
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

RESOLUTION #26-25 APPROVAL OF DISCONTINUATION OF MOBILE DENTAL SERVICES

Ms. Baumgartner asked for approval to discontinue services provided on the dental mobile unit.

- * *Ms. Mitchell questioned who is replacing that mobile unit? Ms. Baumgartner stated she found that the following have Dental Mobile Programs: University of Chicago Medicine, Advocate Mobile Dental Program and the Heart that Smiles Dental Program.*
- * *Dr. Lipinski asked if Uber could be utilized to transport dental patients to the Joliet dental clinic? Ms. Baumgartner stated this is not an allowable expense under our 330 grant. Ms. Bergin added that a lot of the Medicaid Managed Care Organizations do include transportation assistance.*

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Mitchell
SECONDER:	Chief Carey
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

RESOLUTION #26-26 APPROVAL OF STATE FISCAL YEAR 2027 FAMILY PLANNING SLIDING SCALE FEE

Ms. Baumgartner presented the CHC 2027 Family Planning Sliding Scale Fees and Schedule of Discounts. The Governing Council has approved these fees.

- * *Dr. Lipinski questioned if the fees had gone up this year? Ms. Baumgartner stated not this year.*

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Mitchell
SECONDER:	Dr. Lipinski
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

RESOLUTION #26-27 APPROVAL OF HEALTH STREAM INC LEARNING MANAGEMENT SYSTEM AGREEMENT

Ms. Picard is asking for approval of the Health Stream Learning Management System Agreement based on WCSAO review and approval. This will be utilized for providing and tracking continuing education.

- * *Ms. Mitchell asked if this was for continuing education? Ms. Muniz responded Yes.*
- * *Ms. Mitchell asked if there is a fee for having this and then is there an additional fee for each module? Ms. Muniz there is only an orientation startup fee.*
- * *Ms. Robbins confirmed that if a staff person takes this these modules on their own, it will still be entered in the system? Ms. Muniz stated Yes.*

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chief Carey
SECONDER:	Ms. Robbins
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

RESOLUTION #26-28 APPROVAL OF RESCUE AGENCY PUBLIC BENEFIT LLC MEDIA CAMPAIGN

Ms. Muniz stated this media campaign is supported through additional funding received for our Tobacco Grant.

- * *Dr. Lipinski asked if this media campaign goes on our Health Department website? Ms. Muniz stated it will be on the Social Media Platforms. Ms. Cozzie added it will go through many social media platforms.*

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Mitchell
SECONDER:	Ms. Robbins
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

RESOLUTION #26-29 APPROVAL OF PURCHASE OF NUTRITIONAL PRODUCE BOXES

Ms. Daley stated this is a resolution to fund a Nutritional Produce Box Pilot Program, which will be given out through the WIC Program. Ms. Balakrishna stated these boxes will be for all three WCHD locations, Bolingbrook, Monee and Joliet.

- * *Ms. Freeman asked where the Tulip Tree Garden was located? Ms. Daly stated Beecher.*
- * *Ms. Mitchell asked what the boxes looked like? Ms. Daly stated they are approximately 2'x3' feet, vented and will have the Will County logo, Health Department logo, and MAPP logo on them. Inside the boxes, there will be vegetables, eggs, fruit, yogurt, honey etc.*
- * *Ms. Brass asked what the distribution schedule is? Ms. Daly stated we will have one distribution per month per location.*
- * *Ms. Mitchell asked if there was a limit to how many months a client can participate? Ms. Daly stated No, a client is welcome to come back every month for a box.*

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Freeman
SECONDER:	Ms. Mitchell
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

APPROVAL OF PERSONNEL STATUS REPORT FOR JUNE

Personnel Status Report was discussed by Ms. Bilotta.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Freeman
SECONDER:	Dr. Lipinski
AYES:	Chief Hertzmann, Ms. Brass, Chief Carey, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

- * *Ms. Brass asked about the provider contract not being renewed? Ms. Bilotta stated this cut is part of the FY27 budget cuts.*

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

****Continuation of Reports and Stats from Divisions took place**

Ms. Zambrano – Director of Operations, Behavioral Health, (Presented Report for the month of June)

- Ms. Zambrano spoke about the Intake Programs having had an increase in referrals, especially to the Adolescent/Childhood Program. They have doubled in their referrals.
- With our SASS/MCR programs being discontinued, some staff may be added to our School-based Program in Plainfield, as there has been a rapid increase in referrals from the Plainfield schools.
- Ms. Zambrano spoke briefly about Spotlights included in the Behavioral Health report.

Randy Jurek, Director of ITT, Jillian Carlisle, Assistant Director of ITT, Armando Reyes, Director of Compliance (Presented Report for the month of June)

- ITT showed a PowerPoint regarding Critical Incident Reporting. Brief overview took place.
- A follow-up reminder is sent to the manager involved in the Critical Incident. Once the report is finalized by the manager, the Critical Incident is marked as complete.
- Going forward, automated emails will be sent out to the person responsible for the follow-up, every 48 hours until completed.
- Mr. Reyes stated that Breaches Protected Health Information/Personally Identifiable Information (PHI/PII) Breaches will now be a separate category for CIRs.
- Mr. Reyes spoke of Customer Surveys being available for all divisions, at kiosks in the near future. We will no longer have paper forms to be filled out as all will be computerized.
- Mr. Reyes stated when he receives a complaint, he will forward to the Director for a follow-up.
 - * *Ms. Robbins commended the ITT team for a great job.*
- The PowerPoint from ITT will be sent to Board members.

NEW BUSINESS:

- Mr. Olayemi Shekete, and staff from Will-Grundy Medical Clinic gave a presentation regarding their Community Health Worker program, Flyers were distributed.
 - * *Ms. Robbins mentioned the cost savings with Will-Grundy providing preventative care. Will-Grundy is currently working with the Silver Cross Emergency Department as part of the pilot program.*
 - * *Dr. Lipinski stated that they are doing great work. This has been an area unaddressed and is now being addressed.*
 - * *Dr. Lipinski asked if St. Joe's Hospital is involved in this at all? Will-Grundy is currently only working with Silver Cross but they are building a relationship with St. Joe's.*
 - * *Dr. Lipinski wanted it to be noted that Will-Grundy currently has had over 700 clients referred by the Silver Cross ED through the pilot program.*

• BOH Survey

Ms. Balakrishna presented the results from the BOH survey. Discussion took place.

OLD BUSINESS:

Funding Update

Ms. Bergin provided a funding update.

Strategic Planning Update:

Ms. Muniz and Ms. Picard provided an update from the Workforce Committee Strategic Planning work group.

- * *Ms. Bilotta commended the Workforce Committee for creating a 2-day Orientation for new staff.*

Mr. Connors provided an update from the Communications/Engagement Strategic Planning work group. Discussion took place.

BOARD MEMBERS' CONCERN AND COMMENTS: None

PUBLIC CONCERNS AND COMMENTS: None

ADJOURNMENT

A **motion** was made by Ms. Robbins and **seconded** by Ms. Freeman to adjourn the Regular Session meeting at 4:29p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Freeman
SECONDER:	Ms. Robbins
AYES:	Chief Hertzmann, Ms. Brass, Dr. Lipinski, Ms. Robbins, Ms. Freeman, Ms. Mitchell
ABSTAIN:	None

By: _____

Edna Brass
Ms. Edna Brass, Secretary
Will County Board of Health

By: _____

Mary Kilbride
Mary Kilbride, Executive Assistant
Will County Health Department