

## AGENDA ITEM 2

### LAKE COUNTY COMMUNITY HEALTH CENTER GOVERNING COUNCIL February 23, 2017 Meeting Minutes

- 1. Call to Order:** Governing Council Chairperson Mallory Bejster thanked everybody for coming and called the meeting to order at 12:04 p.m. at the Health Department, 3010 Grand Avenue Waukegan Board Room.

#### **Members Present**

Mallory Bejster  
Mary Ross-Cunningham  
Robert Tarter  
Lester Washington  
Melissa Withem-Voss

#### **Staff Present**

Mark Pfister, MSES, LEHP, Executive Director  
Loretta Dorn, RN, MSN, CQM Director of Clinical Operations  
Adam Carson, Director of Strategic Initiatives  
Robert Saqueton, MD, Chief Medical Officer  
Omar Cockey, DMD, Dental Director  
Jennifer Keel, Executive Assistant to Clinical Operations  
Pam Riley, Director of Finance  
Kim Burke, Director of Managed Care  
Jerry Nordstrom, MBA, Director of Business Operations  
David McDermott, MPH, Grants Program Manager  
Laura Schneider, Policy Analyst  
Kristin Preihs, Continuous Quality Improvement Coordinator  
Diane Pelli, Business Manager

#### **Members Excused**

Maria Elena Lara  
Frederick McConico  
Patricia White

- 2. Approval of Minutes:**

#### **A. January 26, 2017 Meeting**

*Member Washington made the motion to approve the minutes from the January 26, 2017 meeting. Member Ross-Cunningham seconded the motion. All in favor. None opposed. Motion carried and approved.*

- 3. Public Comments to the Governing Council:** There were no visitors who spoke at this meeting.

- 4. Executive Director's Report:** The design process for Zion is going well. The assessment of the building has shown two non-loadbearing walls, that were previously thought to be loadbearing, which will help us with the design we want to move forward with. There will also be a separate community room at one end of the building. We are looking into working with a Zion dental clinic so we can assist with seeing their population of 800 children in the Zion area. They are going to be looking for a new home in the Zion area and we are looking for providers to partner with.

UDS report was submitted before its deadline. Thanks to Diane Pelli and her staff for completing the report. We plan on tracking the UDS data on a timelier basis instead of when the report is due. This will help us with our data and making sure all items are being completed correctly. Our focus will be immunizations and making sure we are giving the proper immunizations.

Jerry Nordstrom, Director of Business Operations wanted to remind Governing Council members they need to complete Corporate Compliance training. If you cannot complete the training at home, please let us know and we can get you set up to complete the training here at our office. This is not a new member training but a training for all employees, Board of Health and Governing Council members. We are here to help you complete the training so please let us know if you need any assistance.

- 5. Items for Approval:** The following item was presented for approval:

- A. Approval of Change in Scope:** Lake County Health Department is asking the Governing Council for approval to add 1911 27th Street in Zion, Illinois to its scope of services. The site would be added as a permanent site and would serve, once renovations are completed, as the new community health center site in Zion. This proposed scope change will allow the HRSA grant dollars to be used at the 1911 27th Street facility and will prepare the new site to be officially added to scope once the renovations are complete and visits have begun. The current

## AGENDA ITEM 2

Zion building will stay on the scope until construction has been completed at the new site and they are seeing patients there.

*Member Tarter made the motion to approve the change in scope. Member Ross-Cunningham seconded the motion. All in favor. None opposed. The motion carried and approved.*

- B. Approval of Environment of Care Plan:** The annual evaluation of the Environment of Care Plan has been prepared in compliance with the Joint Commission's standards. LCHD is asking the Governing Council to approve the plan as presented.

*Member Ross-Cunningham made the motion to approve the Environment of Care Plan as presented. Member Withem-Voss seconded the motion. All in favor. None opposed. The motion carried and approved.*

- 6. Approval of Grants:** No grants were approved at this meeting.

### 7. Informational Items:

- A. CQI Update:** National Quality leaders (NQL) are health centers that are the highest performing compared with national benchmarks in key clinical areas. The comparison is between the Lake County Health Department with National Quality Leaders. Targets are based on National Quality Leaders and HRSA Standards. This report will be given every month to the Governing Council. The priority areas are obesity, diabetes, hypertension, immunizations, cervical cancer, breast cancer, and colorectal cancer screenings.

- B. Insurance/MCO Overview Presentation:** Kim Burke, Director of Managed Care, gave an insurance overview presentation. The presentation went over the different types of coverage, payer mix at sites, types of health insurance plans and Medicaid programs, and the different types of insurance the local area hospitals accept.

- 8. Chief Medical Officer's Report:** Dr. Robert Saqueton discussed the items included in the Chief Medical Officer's report.

- A. Approval of Healthcare Practitioner Privileging "Batch 107":** The Personnel Committee has reviewed the credentialing and privileging of the following provider and has recommended approval from the Governing Council:

1. *Dr. Caroline Cinquegrani, OB/GYN (contractual – Vista for our Women's Health Program)*
2. *Dr. Binn Jatta, OB/GYN (contractual – Vista for our Women's Health Program)*
3. *Juliana Gonzales-Hannon, Advanced Practice Nurse (full-time) – Midlakes Health Center*
4. *Eunice Kim, Advanced Practice Nurse (full-time) – Belvidere Health Center*
5. *Barb Sargent, Advanced Practice Nurse (flex) – All sites as needed*

*Member Ross-Cunningham made the motion to accept the privileging of the above-mentioned providers. Member Withem-Voss seconded the motion. All in favor. None opposed. The motion carried and was approved.*

- B. Approval of Professional Staff Reappointments:** The Personnel Committee has reviewed the reappointments of the following providers and has recommended approval from the Governing Council:

1. *Josephine Dinkha, MD*
2. *Marina Birman, APN*
3. *Izabela Dlugosz, DDS*

*Member Washington made the motion to accept the reappointments of the above-mentioned providers. Member Ross-Cunningham seconded the motion. All in favor. None opposed. The motion carried and was approved.*

## AGENDA ITEM 2

- 9. Dental Director's Report:** Dr. Omar Cockey 's monthly report was included in the Governing Council packet. There were no questions.
- 10. Director of Finance's Report:** \$379,517 excess. Medicaid trending higher. Expenses trending lower due to it being the beginning of the fiscal year. Medicaid and Medicare cost reports due end of April and end of May. Annual and single audit will be completed in March.
- 11. Reports of Committees:** There was no reports at this meeting
- 12. Old Business:** There was no old business at this meeting.
- 13. New Business:** Member Tarter brought up the idea of changing the order of the agenda. The Governing Council has had to move approval items to the beginning of the meeting due to members needing to leave. Agenda is in the bylaws and the bylaws will need to be changed. Jennifer Keel, Executive Assistant, will make the necessary changes to the bylaws and will bring to the March meeting to be reviewed and approved.
- 14. EXECUTIVE SESSION:** There was no executive session at this meeting.
- 15. Adjournment and Next Meeting:**

*Member Tarter made the motion to adjourn. Member Washington seconded the motion. All in favor. None opposed. Motion carried and approved. Meeting adjourned at 12:47 p.m.*

The next Governing Council meeting will take place Thursday, March 23<sup>rd</sup>, 2017 at 12:00 noon at the Health Department Board Room. 3010 Grand Avenue, Waukegan, IL 60085.

Respectfully submitted,

---

Mary Ross-Cunningham, Secretary