

AGENDA ITEM 2

LAKE COUNTY COMMUNITY HEALTH CENTER GOVERNING COUNCIL November 16, 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
Lester Washington
Melissa Withem-Voss
Charles Fornero
Frederick McConico
Mary Ross-Cunningham

Staff Present

Mark Pfister, MSES, LEHP, Executive Director
Jennifer Keel, Executive Assistant to Clinical Operations
Diane Pelli, Business Manager, Clinical Operations
Robert Saqueton, MD, Chief Medical Officer
Adam Carson, Director of Strategic Initiatives
Jerry Nordstrom, Director of Business Operations
Kim Burke, Director of Managed Care
David McDermott, MPH, Grants Program Manager

Members Excused

Carolina Duque
Robert Tarter
Patricia White

- 2. Approval of Minutes:**

- A. October 26th, 2017 Regular Meeting Minutes:** Chair Bejster had one change to the October 26th, 2017 minutes: In the Executive Director's report, second paragraph should be Medicaid not Medicare. Executive Assistant Jennifer Keel will make the change to the October 26th, 2017 minutes.

Member Washington made the motion to approve the regular meeting minutes from the October 26th, 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 members of the public who spoke at this meeting.
- 4. Executive Director's Report:** Director of Business Operations Jerry Nordstrom, gave a presentation on the Zion renovations that began in October 2017. Before and during construction pictures were shown. Centrally controlled HVAC will be installed instead of the current individual units. A roof hatch is to be added. A dry sprinkler system will also be installed. Member Ross-Cunningham stated that the people of Zion are very happy per County Board member Brent Paxton. Full completion of the project is expected by early summer 2018. The completion also includes knocking down the current Zion clinic and turning the space into an overflow parking lot.

Executive Director Mark Pfister thanks Jerry Nordstrom and Bruce Robbins for their work on the Zion project and Dave McDermott for securing the funding. Thanks to Mary Ross-Cunningham and Steve Carlson for their support on our budget and the County Board for approving our budget. The House has passed reauthorization of CHIP for 5 years but has reauthorized the Community Health Center Fund for only 2 years. We are working with our associations to lobby in the Senate to get the reauthorization of the Community Health Center Fund up to 5 years. Removal of the Affordable Care Act has been put into the proposed tax plan that is trying to get passed. Member Ross-Cunningham stated to write your Senators and Congressmen and tell them to protect Lake County citizens.

- 5. Items for Approval**

- A. Approval of Healthcare Practitioner Credentialing and Privileging:** There were no Practitioner Credentialing and Privileging presented at this meeting.

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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. Jaana Avramidis, MD, Belvidere Health Center, Full-time, Internal Medicine, 4 years
2. Zina Banna, MD, all sites as needed, Flex, Family Medicine, 7 years
3. Adrianna Dangremond, MD, all sites as needed, Flex, Family Medicine, 8 years
4. Reny Joseph, MD, covers at the Belvidere Health Center as well, as other sites as needed, Flex, Pediatrician, 13 years
5. Luma Sukkar, MD, Belvidere Health Center, Full-time, Family Medicine, 6 years
6. Michelle Wolff, APN, Belvidere Health Center, Full-time, Family Medicine, 2 years

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

C. Approval of Medical, Behavioral Health, and Dental Fees: Annual approval of medical and dental fees. We make sure each service we provide is coded correctly for billing purposes. Fees are set at a certain rate while patients pay on the sliding fee scale. There are a few exceptions like immunizations and some behavioral health fees are on a state rate. Executive Director Mark Pfister stated that the County Board asks departments to revise their fees in a timely basis and LCHD is never questioned as we are always ahead of the curve.

Member McConico made the motion to approve the Medical, Dental and Behavioral Health fee schedule effective December 1, 2017 except for the flu codes to be effective July 1, 2018 and to use the methodology described in the attached Summary Grid of fee Rationale for assigning a fee to any CPT codes added during the next fiscal year not listed but required for billing purposes. Member Ross-Cunningham seconded the motion. All in favor. None opposed. The motion carried and approved.

D. Approval of 2018 Governing Council Meeting Dates: 2018 Meeting dates were purposed for approval. This year, we are moving the November meeting to the 5th Thursday, November 29th, 2018 and the December meeting to the 3rd Thursday, December 20th, 2018. Also noted is the Joint BOH/GC Budget Committee meeting is at 6:00 pm at 3010 Grand Ave.

Member Withem-Voss made the motion to approve the 2018 meeting dates for the Governing Council. Member McConico seconded the motion. All in favor. None opposed. The motion carried and approved.

6. Approval of Grants: There were no grants presented at this meeting.

7. Informational Items:

A. Nominations for Slate of Officers for Fiscal Year 2018: Nominating Committee Chair Withem-Voss stated she contact each of the current officers to see if they wanted to continue in their positions. All current officers stated yes, they would. We are in the first year of a two-year limit. Voting for officers will take place at the December meeting.

B. 2017 Payor Mix: Director of Managed Care, Kim Burke will provide this information monthly. This month's breakdown shows how many patients in each of the MCOs. Highest number of patients are in Meridian. Aetna Better Health patients will be moving to Meridian on January 1, 2018. Signa HealthSpring patients will be moved as well but we do not know where for sure yet. Grand and Peterson payers are a bit different as they are higher in Behavioral Health patients. The School Based Health Center services employees of the school district so the percentage is higher for commercial insurance.

C. Joint Commission Accreditation Presentation: Clinical Compliance Manager, Denise Koppit gave a presentation on the Joint Commission and their accreditation process. Member McConico asked when the Joint Commission will come to audit the Health Department? Denise stated anytime from now until the end of January. Executive Director Mark Pfister stated the Clinical

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Compliance department has been getting staff ready for the Joint Commission to come and have been conducting mock surveys with staff. Member Ross-Cunningham asked about the slide that stated the National Patient Safety Goals and the goal on "Find out which individuals served are most likely to commit suicide. How are we to know if someone wants to commit suicide, most people do not say anything. Executive Director Mark Pfister stated that we complete suicide screenings with patients that help us determine if they are suicidal. Showing that we are completing the screenings is what the Joint Commission will be looking for.

8. **Chief Medical Officer's Report:** Dr. Saqueton's monthly report was included in the Governing Council packet.
9. **Dental Director's Report:** Dr. Cockey's monthly report was included in the Governing Council packet.
10. **Director of Finance's Report:**
 - A. **October 31, 2017:** Report is in the Governing Council packet. Positive cash position in the 11th month of the fiscal year. Medicare payments are up, and meaningful use dollars have come in.
11. **Reports of Committees:** There was no reports at this meeting
12. **Old Business:** Member McConico made a statement to the Governing Council. Please recycle. We are abusing the water supply. We need to be more careful.
13. **New Business:** There was no new business at this meeting.

14. EXECUTIVE SESSION:

Member Ross-Cunningham made the motion to go into executive session at 1:14 p.m. Member Washington seconded the motion. All in favor. None opposed. The motion carried.

Discussion followed in closed session.

Member Ross-Cunningham made the motion to go out of executive session at 1:17 p.m. Member McConico seconded the motion. All in favor. None opposed. The motion carried.

Member Ross-Cunningham made the motion to keep the all of the Governing Council Executive Session minutes closed to the public. Member McConico seconded the motion. All in favor. None opposed. The motion carried.

15. Adjournment and Next Meeting:

Member Ross-Cunningham made the motion to adjourn. Member McConico seconded the motion. All in favor. None opposed. Motion carried and approved. Meeting adjourned at 1:18 p.m.

The next Governing Council meeting will take place Thursday, December 21st, 2017 at 12:00 noon at the Health Department Board Room, 3010 Grand Avenue, Waukegan, IL 60085.

Respectfully submitted,

Mary Ross-Cunningham, Secretary