

# Lake County Illinois

*Lake County Health Department and Community Health Center  
3010 Grand Avenue  
Waukegan, Illinois 60085  
Conference Room #3112*



## Meeting Minutes - Final

**Tuesday, November 21, 2023**

**5:30 PM**

**RESCHEDULED FROM TUESDAY, NOVEMBER 14, 2023**

**3010 Grand Ave., Waukegan, IL 60085**

**Lake County Community Health Center Governing  
Council**

**1. Call to Order**

Chair Fornero called the meeting to order at 5:31 p.m.

**2. Roll Call of Members**

*Member Bejster arrived at 5:35 p.m.*

**Present** 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez and Member Tarter

**Absent** 2 - Member Argueta and Member Ross Cunningham

**3. Pledge of Allegiance**

*Following the Pledge of Allegiance, Chair Fornero called upon Board of Health President Tim Sashko who was in the audience. President Sashko commented that each year the Monday before Thanksgiving is set aside by Research!America as Public Health Thank You Day, and that yesterday Executive Director Mark Pfister put out a very nice message to all staff recognizing the day and expressing his gratitude for them and for the amazing and impactful work they get to do together. President Sashko added that the work doesn't happen without the Board of Health and the Governing Council and thanked the Council for their dedication and time because we wouldn't have the agency we do, on all levels, without that partnership, and wished them all Happy Thanksgiving.*

**This matter was presented**

**4. Approval of Minutes**

**4.1**

October 10, 2023 Meeting Minutes

**Attachments:** [GC Minutes 10.10.23 - DRAFT](#)

**Chair Fornero called for a motion to approve the October 10, 2023, meeting minutes. Motion by Member Hegar Chuc, second by Member Smith-Taylor. Voice vote, all in favor, motion carried.**

**Aye:** 6 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Chuc, Member Hernandez and Member Tarter

**Absent:** 2 - Member Argueta and Member Ross Cunningham

**Not Present:** 1 - Member Bejster

**5. Public Comment to the Council**

*None*

**6. Executive Director's Report**

*Executive Director Mark Pfister reported on the following:*

*1) The First Ever Health Center Quality Leader Badge for LCHD/CHC: For 2023, we were awarded the Bronze badge meaning that we are in the top 21-30% of all FQHCs for quality and health outcomes for our clients. This has been Executive Director Pfister's goal for the*

*team since he began in his current role, and the team has delivered. A great accomplishment. Director Pfister gave special thanks to Toni Steres, Director of Provider Operations, for all her efforts and knowledge of the Health Department's electronic health record (EHR).*

*2) Unannounced Joint Commission Visit 11/7/2023–11/9/2023: At least every three years, the Health Department's accrediting entity, The Joint Commission, comes unannounced to confirm that the requisite standards are being followed. From November 7-9, the Health Department's ambulatory and primary care medical home (FQHC) programs were surveyed. The great news is that there were only 7 moderate findings out of 100's of standards, and none were in the high likelihood to harm a patient/visitor/staff and The Joint Commission will not need to return for a follow-up.*

*3) Vice Chair Miriam Smith-Taylor is a 6th Annual Hispanic Heritage Entrepreneur Award Honoree as she received the Mental Health Champion of the Year Award. A YouTube video was played for the Council.*

*4) Bob Tarter 17 Year Recognition: Member Bob Tarter has officially resigned from the Governing Council and his final day as a board member will be November 30, 2023. Bob was recognized with an engraved crystal award for his loyal and dedicated service.*

*Chair Fornero thanked Member Tarter for all his assistance and efforts over the years and noted that his expertise and counsel will be sorely missed. Mark reminded the Council that the Nominating Committee will now have to meet and decide if they want to bring forward a consumer or non-consumer candidate to the Council for consideration, and noted that Member Tarter is a non-consumer. Chair Fornero stated that he feels a non-consumer would be in order.*

*5) Outlook for This Fall and Winter Season: COVID-19 and flu hospitalizations are increasing in some of the southern US States. The Health Department is still recommending that individuals get their flu shot as it takes about two weeks for full immunity, and the COVID-19 shot as well.*

*6) Governing Council Member Self-Evaluation: Executive Director Pfister reminded the Council members that the required annual self-evaluation is due and asked them to complete the form and submit it on or before the meeting on December 12, 2023. Lisa Kroeger distributed the form to the members.*

## **7. Action items**

### **7.1**

*Licensed Independent Practitioner (LIP) Privileging/Credentialing - Burke*

*Kim Burke, Director of Healthcare Operations, reviewed the provider presented for privileging/credentialing. There were no questions.*

**Chair Fornero called for a motion to approve the privileging/credentialing of Victoria Johnson, MD. Motion by Member Bejster, second by Member Smith-Taylor. Voice vote, all in favor, motion carried.**

**Aye:** 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez and Member Tarter

**Absent:** 2 - Member Argueta and Member Ross Cunningham

## 7.2

Licensed Independent Practitioner (LIP) Reappointment - Burke

*Kim Burke reviewed the providers presented for reappointment. There were no questions.*

**Chair Fornero called for a motion to approve the reappointment of Zina Banna, MD, Pratibha Patel, DPM, Brian Salzverg, MD, and Luma Sukar, MD. Motion by Member Bejster, second by Member Hernandez. Voice vote, all in favor, motion carried.**

**Aye:** 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez and Member Tarter

**Absent:** 2 - Member Argueta and Member Ross Cunningham

## 7.3

Fee Schedule Review for Lake County Health Department (all fees for clinical services) for Implementation in FY24 - Riley

**Attachments:** [Summary Grid of Fee Rationale](#)  
[Fee Schedule as of 12.1.23](#)

*Pam Riley, Director of Finance, reviewed the information provided in the agenda packet. Member Bejster asked Director Riley to provide greater detail on the fee increases. Pam explained that it's roughly what it's been for the last few years but that the fee analyzer takes in the whole region in order to compile the different fees.*

**Chair Fornero called for a motion to approve the fee schedule as presented. Motion by Member Hernandez, second by Member Smith-Taylor. Voice vote, all in favor, motion carried.**

**Aye:** 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez and Member Tarter

**Absent:** 2 - Member Argueta and Member Ross Cunningham

## 8. Presentations

*None*

## 9. Discussion Items

### 9.1

CQI Update - Hayes

**Attachments:** [UDS Measures](#)

*Christina Hayes, Strategic Planning and Quality Improvement Manager, reviewed the*

*report provided in the agenda packet. She also noted that in December staff CQI Specialist Amber Sheridan will be attending The Institute for Healthcare Improvement's National Forum on Quality Improvement to present on the Health Department's successes with it's colorectal cancer screening measure. Member Bejster commented that she is excited that the Health Department's work is being shared on a national level because so many of the QI projects are innovative. Mark added that this is the data HRSA is using to ascertain what type of Health Center Quality Leader (HCQL) badge, gold/silver/bronze, a health center receives, as noted in his Executive Director report.*

**This matter was presented**

**10. Director of Healthcare Operations Report**

**10.1**

Director of Healthcare Operations Report - Burke

**Attachments:** [FQHC Healthcare Operations Metric Dashboard 11.23](#)

*Kim Burke reviewed the report provided in the agenda packet. There were no questions. Kim introduced Thomas Peer, FQHC Accreditation Specialist, and thanked him for his work in getting and keeping the Health Department ready for the various accrediting body site visits, including the recent Joint Commission surprise visit. Kim added that as of November 20th, Thomas is now the new Associate Director in Healthcare Operations responsible for dental operations and for supporting and sustaining value-based care.*

**This matter was presented**

**11. Director of Finance Report**

**11.1**

Director of Finance Report - Riley

**Attachments:** [FQHC Sep 23](#)

*Pam Riley reviewed the report provided in the agenda packet. Chair Fornero noted that on the FY23 Expenditure Trial Balance Summary, year-to-date budget versus year-to-date recognized, Personnel is under budget by \$5M, and that Total Excess is \$2.5M. Mark thanked Chair Fornero for his comments noting that during the recent Joint Commission site visit they wanted to meet with Council leadership, which is normally reserved for the HRSA site visit, and asked whether they get to see the financials and whether they understand the financials. Chair Fornero and Vice Chair Smith-Taylor both spoke very eloquently to those questions informing Joint Commission that financials are presented to the Council on a monthly basis and answers to any questions Council members may have are informative and easy to understand.*

**12. Added to Agenda**

None

**13. Old Business**

None

**14. New Business**

*None*

**15. Executive Session**

*None*

**16. Adjournment**

Chair Fornero adjourned the meeting at 6:04 p.m.