

Lake County Illinois

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



Meeting Minutes - Draft

Tuesday, April 9, 2024

5:30 PM

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 5:30 p.m.

2. Roll Call of Members

Present 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Aaroneaux, Member Chuc, Member Hernandez and Member Ross Cunningham

Absent 2 - Member Argueta and Member Bejster

3. Pledge of Allegiance

This matter was presented

4. Approval of Minutes

4.1

March 12, 2024 Meeting Minutes

Attachments: [GC Minutes 3.12.24 - DRAFT](#)

Chair Fornero called for a motion to approve the minutes of March 12, 2024. Motion by Member Smith-Taylor, second by Member Hernandez. Voice vote, all in favor, motion carried.

Aye: 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Aaroneaux, Member Chuc, Member Hernandez and Member Ross Cunningham

Absent: 2 - Member Argueta and Member Bejster

5. Public Comment to the Council

None

6. Executive Director's Report

Executive Director Mark Pfister reported on the following:

- 1. Statement of Economic Interest: It has been confirmed with the County Clerk's office that all but one Governing Council member has filed.*
- 2. Vista Update: On April 8, 2024, Mark Pfister, Kim Burke, and John Wurl met with the Vista Chief Executive Officer (CEO) and Chief Medical Officer (CMO) and they toured the Health Department's Grand Avenue campus. Vista's OB/GYN status, their hybrid Hospitalist Model, and our shared client continuity of care coordination and how they can work with us to have an automated and consistent process was discussed. Vista's CEO and CMO were impressed with the Health Department's holistic approach and facilities.*
- 3. Measles Outbreak in Chicago: Fifty-eight cases now in Chicago, and only three are not connected to migrant housing. One case in Lake County that was a contact of a case in Chicago resulted in several hundred exposures at Advocate Condell Medical Center and at a local restaurant.*
- 4. The retirement party for Diane Pelli is on Friday, April 26, 2024, in the 3010 Grand Board Room from 3:00-5:00 p.m. and all Governing Council members are invited to*

attend.

5. *Mark Pfister's onboarding meeting with the newest Governing Council member, Lachell Aaroneaux, occurred on Tuesday, March 26, 2024. Lachell asked great questions and will be a wonderful Governing Council member.*

6. *Denise Koppit, Clinical Compliance Manager, is also going to retire as of May 3, 2024. Denise has worn many hats during her many years with the Health Department and has done an exceptional job with the Governing Council and the Health Department's clients.*

Chair Fornero asked if measles is still deadly to children. Mark stated that it is but that the measles vaccination is proven 97% effective. Member Aaroneaux asked if there is a quarantine period for measles and, if so, how long is it. Mark stated that individuals start building immunity within 3 days of being vaccinated and that the exclusion period for unvaccinated individuals is twenty-one days.

7. Action items

7.1

Licensed Independent Practitioner (LIP) Reappointment - Burke

Kim Burke, Director of Healthcare Operations, reviewed the three providers presented for reappointment.

Chair Fornero called for a motion to approve the reappointment of LIPs Laura Kresch, Leilani Luell, and Franceliz Recinto, as presented. Motion by Member Ross Cunningham, second by Member Smith-Taylor. Voice vote, all in favor, motion carried.

Aye: 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Aaroneaux, Member Chuc, Member Hernandez and Member Ross Cunningham

Absent: 2 - Member Argueta and Member Bejster

7.2

Evaluation of Sliding Fee Discount Schedules for Medical, Behavioral Health and Dental Services - Riley

Attachments: [1 - Price Comparison of Area Health Centers 3.27.24](#)

[2 - Final Med Dental MH 21-23](#)

Pam Riley, Director of Finance, along with Alexander Mehrabian, Physical Health Assistant Business Manager, reviewed the information provided in the agenda packet. Chair Fornero asked why "No Income" clients are charged full fee. Diane Pelli explained that "No Income" means the client did not provide proof of no income, so they are charged the full fee.

Chair Fornero called for a motion to approve the existing sliding fee discount schedules, 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 Aaroneaux, Member Chuc, Member Hernandez and Member Ross Cunningham

Absent: 2 - Member Argueta and Member Bejster

7.3

Proposed Revisions to Billing and Collections Policies - Riley, Castaneda

Attachments: [Private Pay Collections and Bad Debt Policy Presentation](#)
[Fees for Medical, Dental, and Behavioral Health Services Sliding Fee Disc](#)
[Bad Debt - Redline & Final](#)

Karina Castaneda, Patient Accounts Manager, presented and reviewed the slides provided in the agenda packet.

Chair Fornero called for a motion to approve the proposed revisions to the billing and collections policies, as presented. Motion by Member Ross Cunningham, second by Member Smith-Taylor. Voice vote, all in favor, motion carried.

Aye: 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Aaroneaux, Member Chuc, Member Hernandez and Member Ross Cunningham

Absent: 2 - Member Argueta and Member Bejster

7.4

Clinical Risk and Patient Safety Management - Koppit

Attachments: [1 GC Report 2024](#)
[2 Risk Training Plan 2024](#)
[3 Clinical Risk Patient Safety Management Review 2024 - Executed 2022](#)

Denise Koppit, Clinical Compliance Manager, reviewed the information provided in the agenda packet. Member Aaroneaux asked what Administrative Error means. Denise explained that it means the way in which someone was directed to do something or the way in which paperwork was processed. Member Smith-Taylor asked if the Trauma Informed Module is part of the training plan or if it is separate. Denise stated that it is separate. Member Smith-Taylor asked what it falls under. Mark Pfister clarified that there are components of safety that trauma informed would help with so they are connected, but this is specifically the great work that Denise and her team are doing to ensure the Health Department lowers its risk.

Chair Fornero called for a motion to approve the Clinical Risk and Patient Safety Management Plan, as presented. Motion by Member Ross Cunningham, second by Member Smith-Taylor. Voice vote, all in favor, motion carried.

Aye: 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Aaroneaux, Member Chuc, Member Hernandez and Member Ross Cunningham

Absent: 2 - Member Argueta and Member Bejster

7.5

Revised Governing Council Committee Appointments for 2024 - Fornero

Attachments: [2024 GC Committee Appointments - Revised](#)

Chair Fornero called for a motion to approve the revised Governing Council committee appointments for 2024, as presented. Motion by Member Smith-Taylor, second by Member Hernandez. Voice vote, all in favor, motion carried.

Aye: 7 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Aaroneaux, Member Chuc, Member Hernandez and Member Ross Cunningham

Absent: 2 - Member Argueta and Member Bejster

8. Presentations

None

9. Discussion Items

9.1

2024 Health Center Annual Needs Assessment - Burke, Gajauskas

Attachments: [Health Center Annual Needs Assessment](#)

Kim Burke reviewed the information provided in the agenda packet.

This matter was presented

10. Director of Healthcare Operations Report

10.1

Director of Healthcare Operations Report - Burke

Attachments: [FQHC Healthcare Operations Metric Dashboard 04.24](#)

Kim Burke reviewed the information provided in the agenda packet.

This matter was presented

11. Director of Finance Report

11.1

Director of Finance Report - Riley

Attachments: [FQHC Feb 24](#)

Pam Riley, Director of Finance, reviewed the information provided in the agenda packet.

This matter was presented

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 6:21 p.m.