

Lake County Illinois

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



Meeting Minutes - Draft

Tuesday, March 10, 2026

5:30 PM

3010 Grand Ave., Waukegan, IL 60085

**Lake County Community Health Center Governing
Council**

1. **Call to Order**

Chair Smith-Taylor called the meeting to order at 5:30 pm.

2. **Roll Call of Members**

Present 8 - Chair Smith-Taylor, Vice Chair Hernandez, Secretary Argueta, Member Barnes, Member Bejster, Member Hegar Chuc, Member Lara and Member Ross Cunningham

Absent 1 - Member Young

3. **Pledge of Allegiance**

This matter was presented.

4. **Approval of Minutes**

4.1

February 10, 2026, Meeting Minutes

Attachments: [GC Meeting Minutes 2.10.25 - DRAFT](#)

Chair Smith-Taylor asked for a motion to approve the February 10, 2026 meeting minutes. Motion by Member Chuc, second by Member Bejster. Voice vote, all in favor, motion carried.

Aye: 8 - Chair Smith-Taylor, Vice Chair Hernandez, Secretary Argueta, Member Barnes, Member Bejster, Member Hegar Chuc, Member Lara and Member Ross Cunningham

Absent: 1 - Member Young

5. **Public Comment to the Council**

None

6. **Executive Director's Report**

Deputy Executive Director Sam Johnson reported the following:

1. The North Chicago Clinic will be reopening, with an open house scheduled for March 18. Invitations have been distributed and Governing Council members are encouraged to attend.

2. Executive Director Christopher Hoff, Healthcare Operations Director Kim Burke, and Grants Program Manager Elizabeth Herzberg recently met with Israel Garcia, Project Manager for HRSA, to discuss ongoing initiatives.

3. Labor attorney Jill Leka will attend the April Governing Council meeting to provide an overview of the union bargaining process and guidance on appropriate interactions.

4. Governing Council members were provided with a Contact Information Sheet to complete in order to ensure that records reflect the most up-to-date contact information

and communication preferences.

7. Action items

7.1

North Shore Health Center - Burke

Attachments: [NSHC 2026.03 GC](#)

Director of Healthcare Operations, Kim Burke, talked through a brief presentation on the North Shore facility closure. Member Bejster inquired whether there was currently no waitlist at the North Shore location, Kim Burke confirmed that there is no waitlist due to the absence of a provider at that site. Member Argueta asked about the percentage of patients coming from different areas, such as Waukegan versus Highland Park, and requested clarification on the definition of “unique patient.” Kim Burke explained that “unique patient” is a standard designation used in accordance with HRSA reporting terminology. Chair Smith-Taylor asked about the future of the Highland Park facility, and Deputy Executive Director Sam Johnson responded that the building is to be sold.

Further discussion occurred regarding the timeline for closure of the North Shore facility and how patients would be transitioned to other LCHD FQHC locations. Member Bejster asked about the anticipated timeline, Kim Burke explained that it is dependent on HRSA approval for removal of scope. Kim Burke also noted that communications will be sent to both patients and staff once approval is received and emphasized that the process is highly regulated by HRSA. Kim Burke also offered to provide a more detailed update at the April meeting. Member Lara asked about provider availability at the site, Kim Burke shared that the location previously had up to three providers, but patient volume has declined over time, likely due to patients residing in northern areas of the county and utilizing other nearby FQHC locations. Member Lara commented on the importance of reviewing the downward trends and understanding how they contributed to the closure of the North Shore facility. Kim Burke confirmed that a dedicated North Shore update will be included in future monthly reports.

Chair Smith-Taylor asked for a motion to remove North Shore Health Center from LCHD/CHC Scope. Motion by Member Ross-Cunningham, second by Member Argueta. Voice vote, all in favor, motion carried.

Aye: 8 - Chair Smith-Taylor, Vice Chair Hernandez, Secretary Argueta, Member Barnes, Member Bejster, Member Hegar Chuc, Member Lara and Member Ross Cunningham

Absent: 1 - Member Young

7.2

Clinical Risk and Patient Safety - 2025 Risk Management Annual Report
- Smith

Attachments: [2025 Annual RM Report 2.24.2026](#)

Chair Smith-Taylor commented on the thoroughness of the report and requested

additional clarification on the trauma-informed care training and how it is implemented for newly onboarded employees. Buddy Hargett responded that his team developed the training curriculum and has been diligent in ensuring accuracy, noting that staff are required to complete the training through the new e-learning platform as a critical component of onboarding.

Chair Smith-Taylor asked for a motion to review and approve the risk management report as presented. Motion by Member Ross-Cunningham, second by Member Barnes. Voice vote, all in favor, motion carried.

Aye: 8 - Chair Smith-Taylor, Vice Chair Hernandez, Secretary Argueta, Member Barnes, Member Bejster, Member Hegar Chuc, Member Lara and Member Ross Cunningham

Absent: 1 - Member Young

7.3

Licensed Independent Practitioner (LIP) Appointment & Reappointment - Burke

Chair Smith-Taylor asked for a motion to approve the initial appointment and reappointment of the three (3) licensed independent practitioners:

- Jascha Teibel, DPM, Podiatric Medicine

- Tammy Dubose, APRN, Psychiatric Mental Health Nurse Practitioner

- Laura Kresch, APRN, Family Nurse Practitioner

Motion by Member Argueta, second by Member Ross-Cunningham. Voice vote, all in favor, motion carried.

Aye: 8 - Chair Smith-Taylor, Vice Chair Hernandez, Secretary Argueta, Member Barnes, Member Bejster, Member Hegar Chuc, Member Lara and Member Ross Cunningham

Absent: 1 - Member Young

7.4

Governing Council Member Reappointment - Hoff

Attachments: [Lara Reappointment Redacted](#)
[Smith-Taylor Reappointment Redacted](#)

Deputy Executive Director Sam Johnson presented on behalf of Executive Director Christopher Hoff, and expressed appreciation to Chair Smith-Taylor and Member Lara for their leadership and continued collaboration.

Chair Smith-Taylor asked for a motion to approved the reappointment of Governing Council members, Miriam Smith-Taylor and Maria Elena Lara for an additional two-year term ending on March 31, 2028. Motion by Member Ross-Cunningham, second by Member Bejster. Voice vote, all in favor, motion carried.

Aye: 8 - Chair Smith-Taylor, Vice Chair Hernandez, Secretary Argueta, Member Barnes, Member Bejster, Member Hegar Chuc, Member Lara and Member Ross Cunningham

Absent: 1 - Member Young

8. Presentations

None

9. Discussion Items

9.1

2026 Environment of Care (EOC) Plan and 2025 Environment of Care Annual Report including Workplace Violence Program Analysis - Smith

Attachments: [2026 EOC Plan 2.24.26](#)
[Annual EOC and WPV Report 2025](#)

Clinical Compliance Manager, Angela Smith, presented the 2026 Environment of Care (EOC) Plan and 2025 Environment of Care Annual Report including Workplace Violence Program Analysis.

9.2

2025 Annual Report - Hargett

Attachments: [Annual Report 2025](#)

Director of Organizational Effectiveness and Development, Buddy Hargett, presented the 2025 Annual Report.

Member Argueta asked who the Annual Report is distributed to, Buddy Hargett clarified that it is not mailed but is available online, with physical copies accessible at health center locations if needed. Chair Smith-Taylor noted that she was very impressed with the format of the report, describing it as visually approachable and well-designed, and commended the communications team for their work.

10. Director of Healthcare Operations Report

10.1

Director of Healthcare Operations Report - Burke

Attachments: [FQHC Healthcare Operations Metric Dashboard 03.26](#)

Director of Healthcare Operations, Kim Burke, reported the following:

As of February 11, 2026, there are 2,041 individuals on our general medicine new client waitlist, 2,015 adults and 26 pediatrics. The general medicine new client wait list has increased by 253 individuals since the February 10, 2026 report to Governing Council. There are currently 105 new patient appointment slots/week.

Dental: As of February 11, 2026, at Midlakes there are 11 adults and 9 children on the new patient wait list.

Behavioral Health Adult: As of February 17, 2026, there is no wait list for psychiatry appointments.

CABS: As of February 17, 2026, there are 27 individuals on the new client waitlist. CABS

Screening, Assessment and Support Services (SASS) clients, are given priority for appointments and not placed on a waitlist.

11. Director of Finance & Administrative Services Report

11.1

Director of Finance & Administrative Services Report - Cooper

Attachments: [FQHC Jan 26](#)

Director of Finance & Administrative Services, Angela Cooper, presented the financial report included in the packet noting a \$24,000 deficit for the FQHC; however, early February reports indicate an upward trend, suggesting improvement in the deficit moving forward.

12. Added to Agenda

Secretary Argueta shared positive experiences with Genoa Lab and the PAC Center and asked where the new Psychiatric APRN would be assigned. Kim Burke responded that the provider will be placed at SAP.

Chair Smith-Taylor shared that she recently visited the Crisis Center and observed staff members Sadik Aboagye, John Ryder, and Mark Davila responding quickly and effectively. Chair Smith-Taylor expressed that she was highly impressed with their responsiveness. Chair Smith-Taylor also recognized Catherine Ladas for being particularly helpful and acknowledged the overall dedication and hard work of staff. Deputy Executive Director Sam Johnson confirmed that staff recognition would be shared accordingly.

13. Old Business

None

14. New Business

None

15. Executive Session

None

16. Adjournment

Chair Smith-Taylor adjourned the meeting at 6:18 p.m.