

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, January 14, 2025

5:30 PM

3010 Grand Ave., Waukegan, IL 60085

**Lake County Community Health Center Governing
Council**

1. **Call to Order**

2. **Roll Call of Members**

Present 9 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez, Member Ross Cunningham, Member Scheurer and Member Young

Absent 2 - Member Aaroneaux and Member Argueta

3. **Pledge of Allegiance**

This matter was presented

4. **Approval of Minutes**

4.1

December 10, 2024 Governing Council Meeting Minutes

Attachments: [GC Minutes 12.10.24 - Draft](#)

Chair Fornero called for a motion to approve the December 10, 2024, meeting minutes as presented. Motion by Member Ross Cunningham, second by Member Scheurer. Voice vote, all in favor, motion carried.

Aye: 9 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez, Member Ross Cunningham, Member Scheurer and Member Young

Absent: 2 - Member Aaroneaux and Member Argueta

5. **Public Comment to the Council**

None

6. **Executive Director's Report**

Sam Johnson, Interim Executive Director, reported on the following:

- 1. Governing Council Consumer Usage: For the record and for when HRSA does their next site visit, it has been confirmed that all consumer members of the LCHD/CHC Governing Council have had at least one patient visit within the last two years.*
- 2. Sam informed Governing Council Members they must review and sign the Statement of Agreement and Code of Ethics and return to Khiabet Mata.*

7. **Action items**

7.1

Proposed 2025 Governing Council Committee Appointments - Fornero

Attachments: [2025 GC Committee Appointments - Proposed](#)

Chair Fornero called for a motion to approve the Governing Council committee appointments for 2025, adding Member Scheurer to the Budget Committee and adding Member Young removing Member Argueta from the Nominating Committee. Motion by Member Ross Cunningham, second by Member Bejster. Voice vote, all in

favor, motion carried.

Aye: 9 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez, Member Ross Cunningham, Member Scheurer and Member Young

Absent: 2 - Member Aaroneaux and Member Argueta

7.2

Scope of Project Adjustment, Form 5A: Services and Service Delivery Methods - Burke

Attachments: [Scope of Project Adjustment, Form 5A - Services and Service Delivery Me](#)

Member Scheurer raised an inquiry regarding options for individuals without financial means or medical insurance to obtain medications through the Genoa pharmacy. Kim Burke explained that while obtaining medications from Genoa is possible, individuals without insurance would be required to cover the cost of the medications themselves.

Member Scheurer followed up, seeking clarification on how this process would operate. Kim Burke elaborated, stating that individuals choosing not to obtain medical insurance would not have access to financial assistance. However, for uninsured patients, a 340B program is available, which provides access to a very limited selection of medications at a discounted price.

Chair Fornero called for a motion to approve scope of project adjustments as presented.

Motion by Member Bejster, second by Member Hernandez. Voice vote, all in favor, motion carried.

Aye: 9 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez, Member Ross Cunningham, Member Scheurer and Member Young

Absent: 2 - Member Aaroneaux and Member Argueta

7.3

Change in Health Center Hours of Operation - Burke

Attachments: [Proposed Health Center Hours 1.14.25](#)

Member Lara expressed concern regarding the extended wait times for appointments at the North Shore Health Center. She shared her personal experience of attempting to schedule an appointment, which was unavailable until April, and inquired about plans to reduce these delays, particularly for patients with urgent medical needs.

Kim Burke responded by highlighting the increasing demand and the current patient volume at the center. She explained that the scheduling of doctors and nurses is intentionally structured to prioritize care for residents of Highland Park and Highwood, ensuring these communities receive the necessary attention. However, she acknowledged that the shortage of healthcare providers is the primary factor contributing to the appointment delays. While efforts are being made to close this gap through active

recruitment, Kim emphasized that the challenges in attracting primary care providers reflect a broader nationwide issue, as primary care roles are often perceived as highly demanding.

Kim further noted her team's proactive approach in reaching out to patients of the Highland Park North Shore Health Center who reside outside the Highwood and Highland Park areas. These patients are offered the option to seek care at alternative locations closer to their homes.

Vice-Chair Smith-Taylor inquired about available resources and contacts for patients facing emergencies. Kim assured the council that emergency resources are in place, including direct contacts for patients. She stated that a nurse is on site multiple days a week, an office manager is present full-time, and a dentist certified in CPR is available.

Member Chuc added her perspective as a North Chicago patient. She emphasized that maintaining communication with her doctor and exploring other locations when necessary has significantly improved her scheduling experience.

Chair Fornero called for a motion to approve the hours of operation for the LCHD/CHC health centers as presented.

Motion by Vice-Chair Smith-Taylor, second by Member Scheurer. Voice vote, all in favor, motion carried.

Aye: 9 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez, Member Ross Cunningham, Member Scheurer and Member Young

Absent: 2 - Member Aaroneaux and Member Argueta

7.4

Scope of Project Adjustment, Form 5C: Other Activities and Locations - Burke

Attachments: [Scope Adjustments Form 5C 1.14.25](#)

Chair Fornero called for a motion to approve scope of project adjustments as presented.

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

Aye: 9 - Chair Fornero, Vice Chair Smith-Taylor, Secretary Lara, Member Bejster, Member Chuc, Member Hernandez, Member Ross Cunningham, Member Scheurer and Member Young

Absent: 2 - Member Aaroneaux and Member Argueta

8. Presentations

None

9. Discussion Items

None

9.1

LCHD/CHC Payer Mix FY2024 - Burke

Attachments: [Payer Mix Pie Chart](#)

Kim Burke, reviewed the information provided in the agenda packet. There were no question from the Governing Council members.

9.2

Governing Council Member Self-Evaluation Results - Johnson

Attachments: [Self-Eval Results 2024](#)

Interim Executive Director Johnson shared that, according to the report findings, the Governing Council is functioning effectively, demonstrating strong engagement and collaboration. Sam expressed that the experience has been overwhelmingly positive for all Governing Council members. Chair Fornero concurred, adding that he also believes the Governing Council and the staff of the Lake County Health Department and Community Center have been working exceptionally well together, fostering a productive and cooperative environment.

9.3

Annual Review of Cooperative Operational Agreement - Johnson

Attachments: [BOH GC COA 2.13.24](#)

Sam Johnson explained that the Cooperative Operational Agreement (COA) undergoes an annual review, as required by both the Governing Council and the Board of Health. Council members were asked to review the document and submit any comments or proposed changes to Khiabet Mata. The COA will be included on the February agendas for the Governing Council and the Board of Health for ratification and approval.

Chair Fornero led a discussion regarding the language in Section 14 of the agreement, specifically the phrasing “the male and/or neuter gender shall encompass all genders.” Chair Fornero suggested revising this section to incorporate more gender-inclusive terminology or removing the phrase entirely, as pronouns are not directly referenced within the section. Sam Johnson noted this concern and confirmed that he would consult with the legal counsel of the Lake County Health Department for guidance on appropriate changes.

10. Director of Healthcare Operations Report

10.1

Director of Healthcare Operations Report - Burke

Attachments: [FQHC Healthcare Operations Metric Dashboard 01.25](#)

This matter was presented.

11. Director of Finance & Administrative Services Report

There was no financial report as Finance Department staff are still processing year end. The next financial report will be provided at the regular meeting on Tuesday, February 11, 2025.

12. Added to Agenda

Chair Fornero formally recognized Jerry Nordstrom, Director of Business Operations, for his exceptional dedication, years of service, and impactful contributions to the organization. It was noted that Jerry Nordstrom has officially announced his retirement, effective February 7, 2025. Chair Fornero commended his remarkable career and extended sincere best wishes for his retirement.

Jerry Nordstrom expressed his gratitude to the Governing Council for their support throughout his tenure. Member Ross-Cunningham highlighted Jerry's instrumental role in managing multiple construction projects and the successful development of Health Department buildings, acknowledging the extraordinary impact of his efforts on the organization and its community. Vice-Chair Smith-Taylor further emphasized the honor and privilege of working alongside Jerry, reflecting on the value of his contributions and the positive influence of his professional relationship during their time together.

13. Old Business

None

14. New Business

None

15. Executive Session

None

16. Adjournment

Chair Fornero adjourned the meeting at 6:10 p.m.