

# 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 12, 2024**

**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** 8 - Chair Fornero, Vice Chair Smith-Taylor, Member Argueta, Member Bejster, Member Chuc, Member Hernandez, Member Scheurer and Member Young

**Absent** 3 - Secretary Lara, Member Aaroneaux and Member Ross Cunningham

3. Pledge of Allegiance

**This matter was presented**

4. Approval of Minutes

4.1

October 8, 2024 Governing Council Meeting Minutes

**Attachments:** [GC Minutes 10.8.24 - Draft](#)

**Chair Fornero called for a motion to approve the minutes of October 8, 2024. Motion by Vice Chair Smith- Taylor, second by Member Bejster. Voice vote, all in favor, motion carried.**

**Aye:** 8 - Chair Fornero, Vice Chair Smith-Taylor, Member Argueta, Member Bejster, Member Chuc, Member Hernandez, Member Scheurer and Member Young

**Absent:** 3 - Secretary Lara, Member Aaroneaux and Member Ross Cunningham

5. Public Comment to the Council

*None*

6. Executive Director's Report

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

*The annual Governing Council Evaluation must be completed prior to the December 10th Governing Council meeting to allow sufficient time for tabulation. Sam Johnson notified all council members that the self-evaluation forms are available during today's meeting for those who have not yet completed them.*

7. Action items

7.1

Licensed Independent Practitioner (LIP) Reappointment - Burke

**Chair Fornero called for motion to approve the reappointment of five (5) licensed independent practitioners, as presented.**

**Motion by Member Bejster, second by member Chuc. Voice vote, all in favor, motion carried.**

**Aye:** 8 - Chair Fornero, Vice Chair Smith-Taylor, Member Argueta, Member Bejster, Member Chuc, Member Hernandez, Member Scheurer and Member Young

**Absent:** 3 - Secretary Lara, Member Aaroneaux and Member Ross Cunningham

7.2

Clinical Risk and Patient Safety - Quarterly Risk Assessment Template and Lab Example - Smith

**Attachments:** [Risk Assessment Template](#)  
[Focused Risk Assessment Q3 2024 \(Lab\)](#)

**Chair Fornero called for a motion to approve the risk assessment template, as presented. Motion by Member Young, second by Member Hernandez. Voice vote, all in favor, motion carried.**

**Aye:** 8 - Chair Fornero, Vice Chair Smith-Taylor, Member Argueta, Member Bejster, Member Chuc, Member Hernandez, Member Scheurer and Member Young

**Absent:** 3 - Secretary Lara, Member Aaroneaux and Member Ross Cunningham

7.3

Fee Schedule Review for Lake County Health Department (all fees for clinical services) for Implementation in FY25 - Cooper

**Attachments:** [Summary Grid of Fee Rationale](#)  
[Fee Schedule as of 12.1.24](#)

*Member Argueta requested clarification on the methodology used to calculate the 7% fee increase and whether inflation was factored into the process. Angela Cooper, Director of Finance & Administrative Services, explained that the calculations are based on customized fees and that inflation is not included in this formula due to the nature of the methodology.*

*Member Argueta further inquired about the demographic breakdown of patients utilizing the services more frequently. Angela Cooper directed the question to Jean Haag, Associate Director of Finance, who detailed that the process involves summing up all quoted services from the previous year. This data is then optimized using the County's provided tool, resulting in the 7% figure as it represents the maximum reimbursement achievable through commercial insurance providers. She noted, however, that calculating fees for Behavioral Health services is more complex because Medicaid reimbursement rates often fall within a lower margin.*

*Member Argueta also asked how the calculated fees compare to those of other Health Departments. Jean Haag clarified that the fee analyzer used is the same tool provided by the County and utilized by other departments within the County. While Hennessy Consulting had been employed in the past, this year the Finance Department conducted the calculations independently, using Optum only as a reference.*

**Chair Fornero called for a motion to approve the Medical, Dental and Behavioral Health fee schedule effective December 1, 2024, except for the flu codes to be effective July 1, 2025, 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. Motion by Vice Chair Smith-Taylor, second by Member Young. Voice vote, all in favor, motion**

carried.

**Aye:** 8 - Chair Fornero, Vice Chair Smith-Taylor, Member Argueta, Member Bejster, Member Chuc, Member Hernandez, Member Scheurer and Member Young

**Absent:** 3 - Secretary Lara, Member Aaroneaux and Member Ross Cunningham

#### 7.4

Quality Management System Guide 2023-2025 - Hargett

**Attachments:** [QMS Guide 2023-2025](#)

*Buddy Hargett, Director of Organizational Effectiveness and Development, reviewed the information provided in the agenda packet.*

*Vice Chair Smith-Taylor expressed her appreciation for the Organizational Development team's hard work and dedication, noting that their enthusiasm is both inspiring and infectious. She emphasized her anticipation for continuing productive communication with the group.*

*Member Argueta raised a question regarding the metrics being utilized to measure the success of individual projects. Buddy Hargett, Director of Organizational Effectiveness and Development, responded by explaining that success metrics vary by project. However, he emphasized the importance of fostering a mindset focused on driving improvement rather than just implementing change. Hargett highlighted the practice of asking, "What does improvement look like?" to ensure that initiatives are carefully designed to prioritize meaningful progress.*

*Member Argueta also inquired what key areas are going to improve within customer service to which Buddy Hargett deferred to Toni Steres' presentation.*

**Chair Fornero called for a motion to approve the Quality Management System Guide 2023-2025 as presented.**

**Motion by Vice Chair Smith-Taylor, second by member Bejster. Voice vote, all in favor, motion carried.**

**Aye:** 8 - Chair Fornero, Vice Chair Smith-Taylor, Member Argueta, Member Bejster, Member Chuc, Member Hernandez, Member Scheurer and Member Young

**Absent:** 3 - Secretary Lara, Member Aaroneaux and Member Ross Cunningham

## 8. Presentations

### 8.1

Quality Measures: Uniform Data System (UDS) and Healthcare Effectiveness and Data Information Set (HEDIS) and the Performance Improvement Committee (PIC) - Steres

**Attachments:** [UDS Quality of Care Measures YTD 09.30.2024](#)

[PIC overview 2024.11](#)

*Toni Steres, Director of Provider Operations, reviewed the information provided in the agenda packet.*

*Member Argueta introduced an idea inspired by the UDS quality of care metrics included in the agenda packet, suggesting the possibility of developing a UDS metric specifically focused on Behavioral Health. Toni Steres acknowledged the value of the proposal but clarified that UDS metrics are determined by governmental guidelines, making it outside the scope of current UDS parameters.*

*Building on the discussion, Member Argueta proposed incorporating additional UDS-inspired questions into the intake questionnaire for Behavioral Health patients to enhance data collection. Toni Steres committed to researching this concept further and providing additional insights at a later date.*

*Vice Chair Smith-Taylor expressed appreciation for the outstanding efforts of Toni Steres and her team, commending their impressive contributions and emphasizing how refreshing it has been to actively collaborate in these initiatives.*

## 8.2

Preparing for the HRSA Operational Site Visit - Burke

**Attachments:** [HRSA overview 2024.11](#)

*Kim Burke, Director of Healthcare Operations, reviewed the information provided in the agenda packet.*

*Vice Chair Smith-Taylor inquired whether the scope of services outlined in Section 5A of the presentation, included in the agenda packet, involved referrals to specialists outside the designated scope or if such cases would be classified as additional services. Kim Burke clarified that HRSA provides a predetermined list of required services for FQHCs. Form 5A delineates all these services, and the organization must indicate whether those services are delivered internally or outsourced to external providers. She further explained that this determination is made through an established internal process.*

*Following this, Member Argueta raised a question regarding the impact of the recent influx of undocumented immigrants on the resources of the Lake County Health Department. Kim Burke responded that these individuals are treated equally to all other patients, with the sliding fee scale also applicable to them.*

## 9. Discussion Items

### 10. Director of Healthcare Operations Report

#### 10.1

Director of Healthcare Operations Report - Burke

**Attachments:** [FQHC Healthcare Operations Metric Dashboard 11.24](#)

*Kim Burke reviewed the information provided in the agenda packet.*

### 11. Director of Finance & Administrative Services Report

#### 11.1

Director of Finance & Administrative Services Report - Cooper

**Attachments:** [FQHC Sep 24](#)

*Angela Cooper reviewed the information provided in the agenda packet.*

**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 6:16 p.m.**