

Lake County Illinois

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



Meeting Minutes - Draft

Tuesday, February 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 p.m.

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 Young

Absent 1 - Member Ross Cunningham

3. Pledge of Allegiance

This matter was presented.

4. Approval of Minutes

4.1

January 13, 2026, Meeting Minutes

Attachments: [GC Minutes 1.13.25 - DRAFT](#)

Chair Smith-Taylor asked for a motion to approve the January 13, 2026 meeting minutes. Motion by Vice Chair Hernandez, seconded by Member Chuc. 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 Young

Absent: 1 - Member Ross Cunningham

5. Public Comment to the Council

None

6. Executive Director's Report

Executive Director Christopher Hoff reported the following:

1. Executive Director Hoff reviewed the Governing Council consumer membership list, as required by HRSA, noting that the Council must be composed of at least 51% consumers. Based on the review, the Governing Council remains in compliance with this requirement.

2. Recruitment efforts continue for additional Governing Council members, specifically individuals who are consumers of the Lake County Health Department or community leaders. The Council typically consists of approximately 13 members and currently has 9 members. Members were encouraged to submit candidate recommendations to Khiabet Mata.

3. Staff continue working toward reopening the North Chicago Health Center. Final inspections are scheduled for February 11. Pending successful completion, the Center is anticipated to reopen shortly thereafter. An open house is being planned for March, with

invitations to be distributed once a date is confirmed.

4. Executive Director Hoff thanked Member Bejster for her comments regarding the proposed federal Department of Education rule that would limit federal loan funding for healthcare-related degree programs (including nursing, physical therapy, and public health). The proposed rule could significantly impact the agency.

Chair Smith-Taylor inquired about hosting additional roundtables with local representatives and government would be beneficial. Executive Director Hoff responded that such roundtables have been held previously about other topics, including one with Congressman Schneider last year. Governing Council members may be included in future discussions to advocate on behalf of the community.

7. Action items

7.1

Sliding Fee Schedule of Discounts Governing Council - February 2026 - Cooper

Attachments: [Sliding Fee Schedules](#)

Chair Smith-Taylor asked for a motion to adopt the updated Department of Health and Human Services federal poverty guidelines for the sliding fee scales used in Medical, Family Planning, Behavioral Health and Dental services within the FQHC - Physical Health as of April 1, 2026, and July 1, 2026 as recommended. Motion by Member Argueta, 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 Young

Absent: 1 - Member Ross Cunningham

7.2

Annual Approval of Cooperative Operational Agreement - Hoff

Attachments: [BOH GC COA 2.10.26](#)

Executive Director Hoff encouraged Governing Council members to review the Cooperative Operational Agreement (COA) to ensure full understanding, as it is foundational of the working relationship between the Governing Council and the Board of Health. Members with questions were advised to contact Executive Director Hoff or Chair Smith-Taylor.

Chair Smith-Taylor asked for a motion to approve the Cooperative Operational Agreement as presented. Motion by Vice Chair Hernandez, 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 Young

Absent: 1 - Member Ross Cunningham

7.3

Quality Management System Guide - Hayes

Attachments: [QMS Guide 2026-2028 FINAL](#)

Director of Organizational Development, Buddy Hargett, presented on behalf of Christina Hayes.

Chair Smith-Taylor asked for a motion to approve the Quality Management System Guide. Motion by Member Bejster, 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 Young

Absent: 1 - Member Ross Cunningham

7.4

Annual Compliance Work Plan Review and Approval - Johnson

Attachments: [Compliance Work Plan 2025 - Annual Summary](#)
[2026 Compliance Work Plan](#)

Member Bejster inquired about agency guidelines regarding AI usage. Deputy Director Johnson confirmed that the County has established policies outlining approved AI tools and their permitted uses. These policies are followed to ensure compliance and to safeguard against potential HIPAA risks.

Chair Smith-Taylor asked for a motion to accept the summary of accomplishments for the 2025 Compliance Work Plan and approve the proposed 2026 Compliance Work Plan. Motion by Member Argueta, second by Member Chuc. 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 Young

Absent: 1 - Member Ross Cunningham

7.5

Licensed Independent Practitioner (LIP) Appointment - Burke

Chair Smith-Taylor asked for a motion to approve the initial appointment of the two (2) licensed independent practitioners:

- Sumrana Ahmed, DDS, Dentist

- Linda Tanni, APRN, Adult-Gerontology Primary Care Nurse Practitioner

Motion by Member Bejster, second by Member Young. 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 Young

Absent: 1 - Member Ross Cunningham

7.6

Proposed Governing Council Personnel Committee Appointment - Smith-Taylor

Attachments: [2026 Governing Council Committee Appointments](#)

Chair Smith-Taylor amended the agenda item title to reflect the correct committee. The reference was corrected from the Personnel Committee to the Nominating Committee.

Chair Smith-Taylor asked for a motion to approve the Governing Council Nominating Committee appointment, adding Member Ross-Cunningham, as presented. Motion by Vice Chair Hernandez, 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 Young

Absent: 1 - Member Ross Cunningham

8. **Presentations**

9. **Discussion Items**

9.1

FY2025 Payor Mix: December 1, 2024 - November 30, 2025 - Cooper

Attachments: [FY25 Payor Mix graph](#)

Member Chuc commended Scarlett Devia-Espinoza, Community Health Worker for the Lake County Health Department, for her dedication and the exceptional service she provides to clients.

10. **Director of Healthcare Operations Report**

10.1

Director of Healthcare Operations Report - Burke

Attachments: [FQHC Healthcare Operations Metric Dashboard 02.26](#)

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

As of January 21, 2026, there are 1,788 individuals on our general medicine new client waitlist, 1,733 adults and 55 pediatrics. The general medicine new client wait list has decreased by 1,669 individuals: 1,382 adults and 287 children since the January 13, 2026, report to Governing Council. There are currently 104 new patient appointment slots/week.

Dental: As of January 21, 2026, at Midlakes there are 28 adults and 6 children on the new patient wait list.

Behavioral Health (Psychiatry):

Adult: As of January 24, 2026, there is no wait list for psychiatry appointments.

Child and Adolescent (CABS): As of January 24, 2026, there are 45 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 Preliminary Nov 25](#)

[FQHC Dec 25](#)

12. Added to Agenda

13. Old Business

14. New Business

15. Executive Session

16. Adjournment

Chair Smith-Taylor adjourned the meeting at 6:01 p.m.