

# Lake County Illinois

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



## Meeting Minutes - Draft

**Tuesday, May 12, 2020**

**5:30 PM**

**\*Via Zoom (<https://zoom.us/j/94967058653> or 1-312-626-6799,  
Meeting ID: 949 6705 8653)**

## **Lake County Community Health Center Governing Council**

**1. Call to Order**

**Vice Chair Fornero called the meeting to order at 5:31 p.m.**

**Present** 8 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham, Secretary Smith, Member Vargas and Member Argueta

**Absent** 2 - Chair Withem-Voss and Member Washington

**2. Pledge of Allegiance**

*Vice Chair Fornero led the Council in the pledge of allegiance.*

**3. Approval of Minutes**

**3.1**

April 14, 2020 Meeting Minutes

**Attachments:** [GC Minutes 4.14.20 - DRAFT](#)

*Member Tarter asked about the two grants mentioned in the Executive Director's report, one for \$100,000 and one for \$1,000,000. Mark referred the question to Flo Redmond, LCHD's new Grants Manager. Flo explained that the \$1.5 million HRSA grant was submitted last week and is in review. Member Tarter then asked if the Council has to vote on it. Flo explained that the grant has already been awarded and that LCHD now just needs to meet the reporting requirements. Pam Riley, Director of Finance, added that the grant amount was determined at the Federal level and was based on number of patients and a specific formula, and there was no application. Mark clarified that it will be brought back to the Council at a later date for approval and appropriation. Member Tarter then asked if the thank you letter from the Council to FQHC staff had been sent. Mark confirmed that it had. Member Fornero then stated that he feels the motion and action notes should be more detailed but would be fine if the Council feels otherwise. None of the other Council members commented on adding more detail, so the style of the minutes will remain the same.*

**A motion was made by Member Cunningham, seconded by Member Bejster, that this item be approved. The motion carried unanimously.**

**Aye:** 8 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham, Secretary Smith, Member Vargas and Member Argueta

**Absent:** 2 - Chair Withem-Voss and Member Washington

**4. Public Comment to the Council**

*None*

**5. Executive Director's Report**

*Executive Director Mark Pfister informed the Council that the entire FQHC staff has been working tremendously hard to serve the clients and the respiratory illness clinic (RIC) in North Chicago has been a great success. We are starting to see a bit of a reduction in the*

number of individuals coming in to the RIC as a result of the State operated community-based testing center that opened on Monday, May 4, 2020, at the vehicle emissions facility in Waukegan. An average of 750 people are going through it on a daily basis. We need to start looking at our telehealth abilities in regard to our Medicare patients as they are not coming in since they are a very vulnerable population. We need to figure out how to interact better with them during this time of COVID-19. He had a phone conversation today with Senator Tammy Duckworth with the goal of continuing to have telehealth paid for by Medicare or Medicaid as LCHD was previously unable to bill for the service. The return to some level of normalcy for the patients and clients is also our goal so they come back for services and children get their much needed vaccinations. He is also very proud of the LCHD, the Governing Council, and the Board of Health for all of the tremendous work completed over the last 6+ weeks since Lake County's first COVID-19 case. On the health equity side, Jefferson McMillan-Wilhoit, Director of Health Informatics and Technology, and his team have looked at our data and are now seeing that where it was first an issue in the southeastern part of the county, it has moved to North Chicago, Waukegan, Zion, Round Lake, and Mundelein, where there are a lot more individuals in our vulnerable populations. African-Americans are about 4x more likely to be positive for COVID-19 than the white population, and 8x more likely in the Latinx population as it has grown even more because a lot of those individuals make up our essential workers.

Member Fornero asked why the Lake County News Sun printed an article last week stating that 50% of the 60085 zip code was infected. Mark clarified that it should have stated that 55% of the people tested that live in that zip code have tested positive but that since that article came out the positivity rate has dropped to 49%. He also added that as of yesterday, 3,063 people have been tested in Waukegan and 1,506 of them have tested positive. Member Tarter asked who is going to be trained as contact tracers. Mark informed the Council that some of the LCHD staff currently unable to perform their regular job duties, as well as Rosalind Franklin medical students, are being trained. Other LCHD staff are being trained to enter the data into INEDSS, which is the State's system. And while there have been many volunteers, for security reasons we can't have people working from home as it is HIPAA protected data and the system contains other information besides COVID-19. Therefore, the work has to be done at Health Department facilities to keep it secure. Also, the State was potentially going to be hiring contract tracers but the State's new Interim Epidemiologist has come up with a new plan for which LCHD has recently received a PowerPoint and will be discussing as a team. Ultimately, the State will either be hiring, interviewing, or giving us dollars to do it. Member Tarter stated that he knew there had to be a lot of people internally who have been displaced, for instance all of the food sanitarians doing inspections who now have nothing to inspect, making for a vast pool of available talent. Mark confirmed that eight of the contact tracers are environmental health staff and that some other members of that staff have been unloading trucks and distributing PPE. He added that over one million pieces of PPE were recently distributed.

## **6. Action items**

### **6.1**

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Health Resources and Services Administration (HRSA) Coronavirus Supplemental Funding (COVID-19), \$103,435 - Zun

**Attachments:** [HRSA COVID-19 103K](#)

**A motion was made by Member Cunningham, seconded by Member Tarter, that this item be approved. Motion carried by the following roll call vote:**

**Aye:** 8 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham, Secretary Smith, Member Vargas and Member Argueta

**Absent:** 2 - Chair Withem-Voss and Member Washington

## 6.2

Ratification of Change in FQHC Hours of Operation - Pfister

**Attachments:** [Changes in FQHC Hours of Operation](#)

**A motion was made by Member Tarter, seconded by Member Bejster, that this item be approved. Motion carried unanimously.**

**Aye:** 8 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham, Secretary Smith, Member Vargas and Member Argueta

**Absent:** 2 - Chair Withem-Voss and Member Washington

## 7. Presentations

*None*

## 8. Discussion Items

### 8.1

CQI Update

**Attachments:** [2020 May Governing Council UDS Dashboard](#)

**This matter was presented**

## 9. Medical Director's Report

### 9.1

Medical Director's Report - Dr. Zun

*Dr. Zun reviewed his report as provided in the agenda packet. He also thanked the Council for their letter of appreciation to the FQHC staff.*

**This matter was presented**

## 10. Director of Finance's Report

### 10.1

Director of Finance's Report - Riley

**Attachments:** [Financial Report March 2020](#)

*Pam Riley reviewed her report as provided in the agenda packet. She added that the*

*report does not reflect the \$1.5M HRSA grant because that budget was just submitted and has yet to be approved. The \$103,000 just approved will also help offset some expenses as we were allowed to request reimbursement for some of the PPE and other equipment noted. Notification of an additional \$680,000 from HRSA was recently received and we have a few weeks in which to put together a budget for that funding. And there are a number of other funding sources still being reviewed. Member Fornero asked how there can be almost \$3M in property tax when the bills just went out last week. Pam stated that it is an estimate, not actual.*

**This matter was presented**

**11. Added to Agenda**

*Member Cunningham recognized and thanked Mark Pfister and his staff for all of the great work being done by the Health Department during this pandemic. The Council needs to continue to support their efforts. She also offered her condolences on the recent passing of his mother-in-law. Vice Chair Fornero thanked her for expressing the sentiments of everyone on the Council.*

*Member Vargas added that she wanted to recognize Mark and staff for all of the information being pushed out. The Latinx community is greatly impacted by COVID-19, and the support being shown to them, all of the communities of color, and all of the communities in general, is very helpful and much appreciated. Being able to talk directly with Hannah Goering, Marketing and Communications Manager, who works directly with the major broadcasters like Telemundo, NBC, and Puro Futbol, has helped greatly. She also echoed Member Cunningham's sentiments and offered continued support.*

**12. Old Business**

*None*

**13. New Business**

*None*

**14. Executive Session**

*None*

**15. Adjournment**

**A motion was made by Member Cunningham, seconded by Member Tarter, that this meeting be adjourned. Motion carried unanimously. Meeting adjourned at 6:05 p.m.**

**Aye:** 8 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham, Secretary Smith, Member Vargas and Member Argueta

**Absent:** 2 - Chair Withem-Voss and Member Washington