

Lake County Illinois

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



Meeting Minutes - Draft

Tuesday, August 11, 2020

5:30 PM

**Via Zoom (<https://zoom.us/j/91712301006> or 1-312-626-6799,
Meeting ID 917 1230 1006)**

**Lake County Community Health Center Governing
Council**

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the June 26, 2020, Gubernatorial Disaster Proclamation, and the Written Determination of the Lake County Community Health Center Governing Council Chair, this meeting will be held via audio and video conference and not in the Board Room on the 3rd Floor of the Lake County Health Department at 3010 Grand Avenue, Waukegan, Illinois.

PUBLIC VIEWING: Participation in the meeting will be via zoom at (<https://zoom.us/j/91712301006> or 1-312-626-6799; Meeting ID: 917 1230 1006). Please note that by joining the meeting by video or audio conference your name or phone number may be visible (in whole or in part) to others participating in the meeting. Per the Governor's Disaster Proclamation, in accordance with section 120/7(e)(4) of the OMA, in-person attendance by members of the public will be available in the Board Room on the 3rd Floor of the Lake County Health Department at 3010 Grand Avenue, Waukegan, Illinois.

PUBLIC COMMENT: Public comments are welcomed and encouraged. Emailed public comments received by 8:30 a.m. the day of the meeting will be read at the beginning of the meeting under Public Comment in the order they are received or, at the discretion of the Council Chair, with the agenda item the comment addresses. Comments received during the meeting will be held until the end of the meeting. Please note: Public Comment is limited to three minutes per individual or spokesperson pursuant to the Governing Council Bylaws. All comments received will be included in the Council's meeting minutes regardless of whether they are read aloud at the meeting.

Email public comments to lkroeger2@lakecountyil.gov with the following:

- Subject Title: Lake County Community Health Center Governing Council Meeting
- Name
- Street Address (Optional)
- City, State (Optional)
- Phone (Optional)
- Organization, agency, etc. being represented. (If representing yourself, put "Self")
- Topic or Agenda Item Number followed by Public Comment.

Public in attendance on the 3rd Floor of the Lake County Health

Department at 3010 Grand Avenue, Waukegan, Illinois, may provide public comment. Public with no access to email may leave a message with the Governing Council Office at 847-377-8118.

1. Call to Order

Vice Chair Fornero called the meeting to order at 5:38 p.m.

Present 6 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham and Secretary Smith

Absent 4 - Chair Withem-Voss, Member Washington, Member Vargas and Member Argueta

2. Pledge of Allegiance

3. Approval of Minutes

3.1

July 14, 2020 Meeting Minutes

Attachments: [GC Minutes 7.14.20 - DRAFT](#)

A motion was made by Member Cunningham, seconded by Member Bejster, that the minutes be approved. A roll call vote was taken, all in favor, motion passed.

Aye: 6 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham and Secretary Smith

Absent: 4 - Chair Withem-Voss, Member Washington, Member Vargas and Member Argueta

4. Public Comment to the Council

None

5. Executive Director's Report

Executive Director Mark Pfister informed the Council that the 3010 lobby has been operational for over a week. He has been speaking with clients and patients in the waiting area when he arrives in the morning to get their feedback and all of their comments have been positive. They love the new look, location, set up, lighting, etc. The CABS lobby area is also complete as well as the offices on the east side. Work on the installation of radiant heating in the sidewalk in front of the main entrance is scheduled to begin next week. That means that the main entrance will be closed for a brief period and the south entrance in to The Grand Room will be used as a temporary main entrance. All of the construction projects to date have gone very well and he is pleased with the work of Boller Construction. He thanked Bruce Robbins, Facilities Manager, and Jerry Nordstrom, Director of Business Operations, and the rest of the team for all their work. Member Cunningham commented that the picture Mark sent of the new lobby area is beautiful, that it will make patients feel better, and that Mark has been doing a great job with all of the changes and improvements made to the Health Department since he took over his leadership role. Mark thanked her for her comments and reiterated that he has a great team. He also stated that he appreciates the Governing Council and that Member Brown has been a force in assuring

we were looking at ways to provide more dignity and privacy for our patients and clients. In a brief update on COVID-19, he informed the Council that Lake County now has 12,845 cases, 432 deaths, and that 89% of those deaths were in persons age 60 and over, an age group that tends to have underlying medical conditions. While there has been a few deaths in the last week, Lake County has gone multiple weeks with only one additional death, and that was achieved through increased testing and improved infection control in long-term care facilities where the majority of deaths occurred. The new COVID-19 cases are occurring in the high school to under 30 population because they are being exposed at social gatherings and private parties. As an example, at a recent private party in Deerfield there were 13 high school age attendees, of which 10 tested positive. The Health Department is really working to promote the three W's: wash your hands, wear a mask, watch your distance. At the end of June Lake County was at a 3.0% positivity rate, currently it is at a 5.5% positivity rate so we are definitely going in the wrong direction. Member Fornero asked if the decline in COVID-19 deaths is due to a proven treatment. Mark stated that there is a new drug, a steroid, that has been helping reduce inflammation which may allow people to breathe easier and which may have enhanced their survival rate, but at this point in time there is no treatment. Member Smith asked what is being done in terms of outreach to the under 30 age population. Mark stated that the Health Department is definitely pushing out a lot of information on social media, but it's more important to get the message to the parents as it has been discovered through contact tracing that they are the ones allowing their high school students to go out. For the 21-30 year olds, we're trying to get them to not go to the bars, and if they do, to wear masks and maintain social distance. In the next few weeks the Health Department may have to roll back some of the changes its made, such as opening bars, as an intervention to the rise in cases.

6. Action items

6.1

Provider Credentialing and Privileging - Dr. Zun

Dr. Zun turned the floor over to Personnel Committee Chair Bejster who informed the Council that the credentialing and privileging information for the providers noted in the agenda packet was reviewed in the Personnel Committee meeting which took place just prior to this regular meeting and the Committee recommends approval.

A motion was made by Member Cunningham, seconded by Member Bejster, that this item be approved. A roll call vote was taken, all in favor, motion carried.

Aye: 6 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham and Secretary Smith

Absent: 4 - Chair Withem-Voss, Member Washington, Member Vargas and Member Argueta

6.2

Professional Staff Reappointments - Dr. Zun

Personnel Committee Chair Bejster informed the Council that the reappointment information for the providers noted in the agenda packet was reviewed in the Personnel

Committee meeting which took place just prior to this regular meeting and the Committee recommends approval.

A motion was made by Member Bejster, seconded by Member Cunningham, that this item be approved. A roll call vote was taken, all in favor, motion carried.

Aye: 6 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham and Secretary Smith

Absent: 4 - Chair Withem-Voss, Member Washington, Member Vargas and Member Argueta

6.3

FY2021 Federally Qualified Health Center (FQHC) Budget Approval - Tarter

Budget Committee Chair Tarter informed the Council that the Budget Committee met with Health Department Finance and Business Office staff on July 15, 2020, just prior to the Board of Health and Governing Council Joint Budget Committee meeting, to review the budget and get their questions answered. The Joint Budget Committee meeting went smoothly and both committees approved the budget as presented.

A motion was made by Member Tarter, seconded by Member Cunningham, that this item be approved. A roll call vote was taken, all in favor, motion carried.

Aye: 6 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham and Secretary Smith

Absent: 4 - Chair Withem-Voss, Member Washington, Member Vargas and Member Argueta

6.4

CARES Act Provider Relief Fund, \$255,413.21 - Zun

Attachments: [HHS Provider Relief](#)

Dr. Zun reviewed the highlights of this item with the Council.

A motion was made by Member Bejster, seconded by Member Cunningham, that this item be approved. A roll call vote was taken, all in favor, motion carried.

Aye: 6 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham and Secretary Smith

Absent: 4 - Chair Withem-Voss, Member Washington, Member Vargas and Member Argueta

6.5

Change in FQHC Hours of Operation - Dr. Zun

Attachments: [Change in FQHC Hours of Operation 7.30.20](#)

Dr. Zun reviewed the proposed changes with the Council. Member Tarter asked about the status of the Round Lake school-based health center and if students are not going back to school, has a way to handle expenses been developed since there would be no revenue. Dr. Zun explained that patients continue to be seen at the school-based health center on Mondays, Tuesdays, Wednesdays, and Fridays, and that it is not just for students. And

whether or not students physically return to school, they will still need their immunizations and physicals, so a significant decrease in volume is not expected. Mark added that students are going to be doing remote learning to start, but the school districts will be reassessing as we move through COVID-19.

A motion was made by Member Cunningham, seconded by Member Tarter, that this item be approved. A roll call vote was taken, all in favor, motion carried.

Aye: 6 - Vice Chair Fornero, Member Brown, Member Tarter, Member Bejster, Member Cunningham and Secretary Smith

Absent: 4 - Chair Withem-Voss, Member Washington, Member Vargas and Member Argueta

6.6

Governing Council Member Reappointment - Pfister

Attachments: [Charles Fornero Ltr - Signed](#)

Mark recommended to the Council the approval of the reappointment of Member Charles Fornero for another two-year term.

A motion was made by Member Cunningham, seconded by Member Bejster, that this item be approved. A roll call vote was taken, all in favor, motion carried.

Aye: 5 - Member Brown, Member Tarter, Member Bejster, Member Cunningham and Secretary Smith

Absent: 4 - Chair Withem-Voss, Member Washington, Member Vargas and Member Argueta

Recuse: 1 - Vice Chair Fornero

7. Presentations

None

8. Discussion Items

8.1

CQI Update - Hayes

Attachments: [August GC UDS Measures](#)

Christina Hayes, CQI Coordinator, reviewed the highlights of this item with the Council. In regard to the measures, Member Tarter asked how HRSA is going to interpret success during the pandemic. Christina stated that HRSA is very aware of how COVID-19 is impacting the nation and the health department, and that what they really want is for us to look at how we're doing and how we can do better. And providing telehealth services is going to have an impact on the majority of the measures across the board. Mark added that HRSA is very understanding that all FQHCs have been extremely challenged with bringing patients back in and making sure they are staying in care, but they will continue to compare us to our peers and that comparison can be viewed on the HRSA website. Member Fornero asked if HRSA is still planning on doing a site visit. Mark confirmed that

the health department is definitely preparing for a HRSA site visit in 2021, but preparing more so for The Joint Commission visit as they could come back at any point in time between now and February 2021 as we are approaching our 3-year certification. Member Bejster commented that the depression screening measure is a little low and asked if those screenings are still being regularly done via telehealth. Christina deferred to Dr. Zun. Dr. Zun stated that a new protocol has just been set up where all new patients will receive depression screening and the screening will be repeated periodically thereafter. Mark asked Kim Burke, Director of Healthcare Operations, to update the Council on prepayment received for quality work with IlliniCare. Kim informed the Council that IlliniCare has advanced us our 2020 quality dollars, which is 2019's advance plus 25%. They also gave us a \$100,000 grant to help fund the Coleman Initiative. The approximate number of IlliniCare members who are LCHD/CHC patients and clients is 4,000. Christina concluded her update by adding that two areas really being focused on for clinical quality are immunizations and diabetes, both of which are agency-wide goals. The diabetes work group was recently revamped to ensure that the most appropriate participants are at the table because we want to find a diabetes model that works really well with the resources currently in place at the health centers. With the upcoming flu season and the current pandemic, the immunizations work group is focusing its efforts on promoting flu shots through the use of social media campaigns. It's also utilizing a vaccine hesitancy campaign developed for the collar counties to promote appropriate vaccine information, dispel myths, enforce the importance of vaccines and that they should not be delayed, and that it is safe to come back in to our clinics. A patient information campaign in which texts and emails are sent to patients reminding them of health care needs due, will also be utilized.

9. Medical Director's Report

9.1

Medical Director's Report - Dr. Zun

Dr. Zun reviewed the highlights of this item with the Council. Member Tarter stated that it is his understanding that the immunizations staff from the Zion Health Center will be working at the school-based health center. Dr. Zun stated that is correct, that they will be there one day a week in order to serve the patient population in the western part of Lake County. More days will be added, if necessary. Mark added that the encounter rate is received for immunizations, as well.

10. Director of Finance's Report

10.1

Director of Finance's Report - Riley

Attachments: [FQHC Jun 20](#)

Pam Riley, Director of Finance, reviewed the highlights of this item with the Council. Total FQHC excess shows that a lot of ground has been made up since earlier this year and some of that is due to the different funding sources approved by the Council which was

appropriated and used to offset additional costs. Telehealth has also helped tremendously. July numbers are looking as good as June's numbers, so we are moving in the right direction. The County audit should be completed by this Friday, August 14, 2020, allowing us to finalize our Medicaid Cost Report. The partner from the audit firm will be asked to attend the September or October meeting to provide their report.

11. Added to Agenda

None

12. Old Business

Member Fornero asked about contact tracing. Mark informed the Council that good progress has been made and that as of yesterday the 25% goal in hiring was attained. Those hired so far have been onboarded and will be trained on the contact tracing software. A total of 150 people will be hired by the end of September with the focus being on hiring from the most COVID-19 impacted areas in Lake County. A Waukegan employment agency, Express Employment Professionals, is doing the hiring so those hired will not be employees of LCHD/CHC, and the cost savings in benefits allows us to hire more individuals. The minimum salary is \$18/hour and leads are paid \$22/hour. Applicants are requested to commit to a minimum of one year, if possible, due to the amount of training needed for the position.

13. New Business

None

14. Executive Session

None

15. Adjournment

Vice Chair Fornero adjourned the meeting at 6:19 p.m.