

**WILL COUNTY COMMUNITY HEALTH CENTER  
GOVERNING COUNCIL MINUTES  
December 7, 2005  
Discussion Session**

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The monthly meeting of the Will County Community Health Center Governing Council held at the Will County Health Department, 501 Ella Avenue, Joliet, IL was called to order, Mr. Steven Davis, Treasurer presiding.

**ROLL CALL – No Quorum**

**MEMBERS PRESENT**

Steven Davis, Treasurer  
Deb Bacharz  
Brian Bruckner, M.D.  
Pedro Frausto  
Steve Wilhelmi  
Alma R. Martinez

**MEMBERS ABSENT**

Terry Donald-Nixon, Chairperson  
Druel Parker  
Dorothy Jones  
Frank Stewart  
Barb Ormins  
Luis Calderon  
Aleeto Barton  
Lettie Wheat  
Pastor Richard D. House

**WCCHC STAFF PRESENT**

Will Rodgers, Interim CEO  
Mary Coffey, COO  
Daniel Gutierrez, MD, Medical Director  
Michelle Ronchetti, Program Coordinator  
Jan Gerkitz, Program Coordinator  
Kim Frankovich, Office Supervisor, Dental Clinic  
Lyyti Dudczyk, Program Coordinator

**OTHER COUNTY HEALTH DEPARTMENT STAFF PRESENT**

James E. Zelko, Executive Director  
John Cicero, Assistant Executive Director  
Dave Delrose, MH Counselor I and Chief Union Steward

**OTHERS PRESENT**

John J. Hines, Jr., President, Will County Board of Health

**MISSION STATEMENT**

- Deb Bacharz read the Will County Community Health Center's Mission Statement.

**APPROVAL OF MINUTES**

- Approval of the November 2, 2005 minutes has been deferred.

## **COMMITTEE REPORTS**

### ***Governance Nomination Committee - November 16 and 29, 2005***

- Mr. Davis agreed to be the chair of the Governance Committee. Volunteer members for the Governance Committee included Mr. Wilhelmi as County Executive representative, and two users, Pedro Frausto and Lettie Wheat.
- At the first meeting held November 16, Mr. Davis stated the first order of business was to review the Governing Council representation showing how it represents the population base served, as well as reviewed the Governing Council members whose terms were expiring. Demographics to target include the male/female representation, race and ethnicity, areas of expertise, as well as health professionals.
- Questionnaires and form letters will be developed and sent to Council members to solicit new Council members, requesting response from current members who wish to remain on the Council, and, if necessary, their requested timeframe to remain on the Council until a replacement may be found.
- Goal for next committee meeting is to review the questionnaires and letters and presenting the nominations at the January, 2006 meeting.

### ***CQI Report***

- CQI and QA reports presented per Michelle Ronchetti and Dr. Bruckner as attached .

### ***Finance Committee***

John Cicero reported on the Financial Statement as distributed, reviewing the schedule of revenues and expenditures for the month of November.

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### ***Executive Committee***

- There we no Executive Committee session to report.

## **EXECUTIVE REPORTS**

### ***Interim CEO***

- UDS numbers are presently being compiled for year-end reporting due in February, 2006. UDS numbers for 2003 and 2004 numbers are being revised and will be reported before the 2005 numbers are reported.
- Dedication of the new Community Health Center will be January 25, 2006 and an Open House for the community will be in the spring.

### ***Chief Operating Officer (REALLY hard to hear)***

- Mary Coffey has moved into the new CHC building to have a physical presence as the final preparations are being made for the move.
- Moving preparations for the new Community Health Center are progressing with clients continuing to be served. The Center moving date is scheduled for December 16 -19, with the Center scheduled to be fully functioning by Tuesday, December 20.
- On December 16 in Oak Brook, Dominick's will recognize the Center for its work in the community and present the CHC with a check for \$10,000.
- The Application for the 330 Grant was distributed for review. Deb Bacharz, Steve Davis and Mr. Hines have participated in the development of the narrative for the grant.
- Draft copies of the 330 Grant application were distributed and discussed.

***Chief Medical Officer***

- Discussions are being held with Silver Cross Hospital on the scheduling of obstetrical physicians. A system is being developed so that an obstetrician does not schedule major cases while on 24-hour obstetrical call. Current staffing contracts and staffing shortages are under review.

**OLD BUSINESS**

***Cooperative Agreement and By-Laws Committee Appointment***

- Will Rodgers reported that Terry Donald-Nixon will be appointing a Cooperative Agreement and By-Laws Committee.

***NACHC Dues***

- Dues have been reduced from \$20,000 to \$11,000. Period of coverage will be confirmed on the invoice.
- Will Rodgers recommended Council members read the distributed NACHC and respond to their senators regarding budget cuts discussed.

***Facility – Update-(was covered earlier in meeting)***

**NEW BUSINESS**

***Dental Policy Change***

- Dr. Garg, Dental Director, distributed the proposed dental policy. Policy changes, suggested improvements and recommendations, as well as dental services already provided, were discussed. Policy will be brought back to the Council for future discussion.

**EXECUTIVE SESSION RE PERSONNEL/LEGAL MATTERS**

Steve Davis announced there will not be an Executive Session as a quorum is not present.

**COUNCIL MEMBERS' CONCERNS AND COMMENTS APPROVAL OF PERSONNEL STATUS**

(could not hear conversation)

**ADJOURNMENT**

No motion was given to adjourn as there was no quorum.

By: 

Will County Community Health Center Governing Council

