

**WILL COUNTY COMMUNITY HEALTH CENTER
GOVERNING COUNCIL**

MINUTES

June 2, 2010

MEMBERS PRESENT

JoAnne DeBarbera, Secretary
John Galvan (Arrived at 5:50p.m.)
Rev. Lishers Mahone, Chair
Anthony Papadatos, MD
Steve Wilhelmi, Vice Chair

MEMBERS ABSENT

Susana Martinez de Alvizuri
Steven M. Davis, Treasurer
Tirza Urizar

WCCHC STAFF PRESENT

Suzanne Adamic-Albert
DeAnn Bednowicz
Mable Blackwell, CMO
Mary Coffey, CEO
Kathleen Murray

WCHD STAFF PRESENT

John Cicero, Executive Director

OTHERS PRESENT

John Hines Jr., BOH President
Mike Woods, Assistant States Attorney
Mary Kay Ayers

I. Call to Order

The monthly meeting of the Will County Community Health Center Governing Council was held at the Will County Community Health Center, 1106 Neal Avenue, Joliet, IL. Rev. Mahone, Chair called the meeting to order at 5:46 p.m.

II. Roll Call and Determination of Quorum – Quorum Present

III. Mission Statement

Steve Wilhelmi read the Mission Statement.

IV. Chair's Comments

V. Chief Executive Officer's Comments

Ms. Coffey announced that Dr. Jeffrey Williams scored 100% on his oral boards. Ms. Coffey also announced the signing of the Staff Care contract. Updates were provided on the State budget and potential changes in payor mix due to the passage of comprehensive Health Care Reform.

VI. Chief Medical Officer's Comments

Dr. Blackwell presented the 2011 Staffing Plan.
Will County Community Health Center
Governing Council Meeting Minutes

VII. Approval of Minutes

A motion was made by Ms. DeBarbera and seconded by Dr. Papadatos to approve minutes of the May 5, 2010 Regular Meeting. **Motion carried.**

VIII. Committee Reports

Finance Committee

Mr. Wilhelmi provided an update on committee discussions. The next meeting is scheduled for June 28, 2010.

Quality Committee

Ms. DeBarbera provided an update on committee discussions. The next meeting is scheduled for August 17, 2010.

IX. Departmental Financial Reports

A. Approval of Monthly Budget to Actual Expenditures

A motion was made by Mr. Wilhelmi and seconded by Ms. DeBarbera to approve the Monthly Budget to Actual Expenditures report. **Motion carried.**

X. Reports from Managers

Monthly reports from Ms. Adamic-Albert, Financial Program Manager; Ms. Bednowicz, Dental and Medical Records Program Manager were included in the packet for review by the Council. A brief oral report was provided by those in attendance.

XI. Old Business

A. Dental Van Bid

Ms. Bednowicz provided an update on the status of the bid process.

B. Compliance Issues

Ms. Coffey provided an update on Compliance issues and recent training.

XII. New Business

A. Approval of Policies

1. PCS-0022 Treatment Based on Empirical Diagnosis of Sexually Transmitted Infection (STI) - New

A motion was made by Ms. DeBarbera and seconded by Mr. Galvan to approve PCS-0022 Treatment Based on Empirical Diagnosis of Sexually Transmitted Infection (STI). **Motion carried.**

Roll Call Vote: Ms. DeBarbera "Yes"; Mr. Galvan "Yes"; Rev. Mahone "Yes"; Dr. Papadatos "Yes"; Mr. Wilhelmi "Yes".

2. PCS-0023 Sexually Transmitted Disease (STD) Follow-Up Protocol – New

A motion was made by Mr. Wilhelmi and seconded by Ms. DeBarbera to approve PCS-0023 Sexually Transmitted Disease (STD) Follow-Up Protocol. **Motion carried.**

Roll Call Vote: Ms. DeBarbera "Yes"; Mr. Galvan "Yes"; Rev. Mahone "Yes"; Dr. Papadatos "Yes"; Mr. Wilhelmi "Yes".

3. AD-0027 Employee Education Plan & Policy - Revised

A motion was made by Mr. Wilhelmi and seconded by Ms. DeBarbera to approve AD-0027 Employee Education Plan & Policy. **Motion carried.**

Roll Call Vote: Ms. DeBarbera "Yes"; Mr. Galvan "Yes"; Rev. Mahone "Yes"; Dr. Papadatos "Yes"; Mr. Wilhelmi "Yes".

4. PCS-WS-0007 depo-subQ provera 104 - Revised

A motion was made by Mr. Galvan and seconded by Mr. Wilhelmi to approve PCS-WS-0007 depo-subQ provera 104. **Motion carried.**

Roll Call Vote: Ms. DeBarbera "Yes"; Mr. Galvan "Yes"; Rev. Mahone "Yes"; Dr. Papadatos "Yes"; Mr. Wilhelmi "Yes".

B. Approval of Resolutions

1. Resolution of Appreciation – No. 10-008

A motion was made by Mr. Wilhelmi and seconded by Ms. DeBarbera to approve the Resolution of Appreciation for Dr. Clarence Abella. **Motion carried.**

A motion was made by Mr. Wilhelmi and seconded by Mr. Galvan to accept the previous Roll Call Vote for this Motion. **Motion carried.**

Roll Call Vote: Ms. DeBarbera "Yes"; Mr. Galvan "Yes"; Rev. Mahone "Yes"; Dr. Papadatos "Yes"; Mr. Wilhelmi "Yes".

2. Resolution of Appreciation – No. 10-009

A motion was made by Dr. Papadatos and seconded by Mr. Galvan to approve the Resolution of Appreciation for Dr. Corazon Balbarin. **Motion carried.**

A motion was made by Mr. Wilhelmi and seconded by Mr. Galvan to accept the previous Roll Call Vote for this Motion. **Motion carried.**

Roll Call Vote: Ms. DeBarbera "Yes"; Mr. Galvan "Yes"; Rev. Mahone "Yes"; Dr. Papadatos "Yes"; Mr. Wilhelmi "Yes".

C. Identity Theft Compliance Report

Ms. Adamic-Albert provided an update. There have been no occurrences from April, 2009 – April, 2010. Additional training will be provided to staff members on Friday, June 4, 2010.

D. Budget FY2011

Ms. Coffey provided an update on the status of budget preparations.

E. Provider Staffing Plan

A motion was made by Mr. Wilhelmi and seconded by Ms. DeBarbera to approve the 2011 Staffing Plan as presented by Dr. Blackwell. **Motion carried.**

F. OPR Update

A motion was made by Mr. Galvan and seconded by Mr. Wilhelmi to approve the OPR update for submission to the HRSA. **Motion carried.**

G. Dental Sealant Grant

Ms. Bednowicz gave an update on the Grant submission status.

A motion was made by Mr. Galvan and seconded by Ms. DeBarbera to approve the Dental Sealant Grant application for submission. **Motion carried.**

H. Illinois Children's Healthcare Foundation Grant

Ms. Bednowicz gave an update on the Grant submission status.

A motion was made by Mr. Wilhelmi and seconded by Mr. Galvan to approve the Illinois Children's Healthcare Foundation Grant submission. **Motion carried.**

I. Credentialing

A motion was made by Mr. Wilhelmi and seconded by Mr. Galvan to approve the Credentialing of Dr. Timmothy Bailey, Family Practice, on a temporary basis pending completion of full credentialing. **Motion carried.**

A motion was made by Ms. DeBarbera and seconded by Dr. Papadatos to approve the Credentialing of Dr. Efrain Flores, Pediatrics, on a temporary basis pending completion of full credentialing. **Motion carried.**

J. Managed Care Contracts

NACHC update on recent development related to contracting with managed care plans was discussed.

XIII. Executive Session

A motion was made by Mr. Galvan and seconded by Ms. DeBarbera to recess the Regular Meeting and to resume the meeting in Executive Session to discuss matters pertaining to personnel and legal matters. All members voted "Aye". **Motion carried.**

Rev. Mahone declared an Executive Session at 6:58 p.m.

Return to Open Session

A motion was made by Ms. DeBarbera and seconded by Mr. Wilhelmi to return to Open Session at 7:34 p.m. members voted "Aye". **Motion carried.**

XIV. Board Members' Concerns and Comments - None

XV. ADJOURNMENT

A motion was made by Rev. Mahone and seconded by Ms. DeBarbera to adjourn. **Motion carried.** Regular Meeting adjourned at 7:35 p.m.

Respectfully submitted,



JoAnne DeBarbera, Secretary



Nora Dunn, Executive Assistant