

GOVERNANCE BOARD MINUTES OF SPECIAL MEETING

April 6, 2022, via Teleconference

4:30 p.m.

Knox County Health Department

1361 W. Fremont St.

Galesburg, IL 61401

The Knox Community Health Center Governance Board monthly meeting was held via Teleconference on April 6, 2022. President Karen Lynch called the meeting to order at 4:36pm. Present were Karen Lynch, Bill Butts, Sammi Durdle, Marty Andrews, Harlan Cook, Christina King, Angela Petersen, Tara Hillier, and Amber Miles. Absent: Annadoria Ledbetter. Also, in attendance were Michele Gabriel, and Tina Jockisch Administrative Clerk.

ADDITIONS TO AGENDA

There were no additions to the agenda. Ms. Gabriel stated per the Governance Board request the Health Department will try a hybrid meeting for the April 14, 2022, Governance Board meeting.

APPROVAL OF MINUTES

There were no items on the agenda under approval of minutes.

PRESIDENT'S COMMENTS

There were no items on the agenda under President's Comments.

EXECUTIVE DIRECTOR'S

The first item on the agenda under Executive Director, Michele Gabriel, CEO, shared Potential Board Member Applications, Ms. Gabriel stated in the packet there were applications for three potential board members. President Lynch asked for two volunteers to call and interview the three potential board members, Sammi Durdle and President Lynch volunteered to contact them. President Lynch asked Tina to send packets to the new potential board members and invite them to join and follow along at the Governance Board meeting to see if it is something they would be interested in joining. President Lynch stated at the end of the April 14, 2022, meeting in executive session the Governance Board would discuss potential board member applicants and vote to accept or deny applicants.

Michele Gabriel, CEO, stated Staci Simpson, Director of Operations for the CHC updated the Governance Board Binder for Governance Board members. Michele stated, due to their size, someone from the Health Department will be delivering the new binders to Governance Board members. Michele continued by noting that due to the length of the binders and the number of new members, she was recommending holding a special meeting to go through the binder's contents so everyone understands the contents. Michele additionally, stated the Governance Board is additionally presented data for a Review of the CHC Service Area annually; this presentation could also be quite lengthy. The recommendation is to hold the special meeting and include both of these items in the presentation.

CHIEF FINANCIAL OFFICER

There were no items on the agenda under Chief Financial Officer.

QUALITY MANAGEMENT

There were no items on the agenda under Quality Management.

RISK MANAGEMENT

There were no items on the agenda under Risk Management.

CHIEF OPERATIONS OFFICER

There were no items on the agenda under Chief Operations Officer.

DIRECTOR OF OPERATIONS

There were no items on the agenda under Director of Operations.

OLD BUSINESS

There were no items on the agenda under Old Business.

NEW BUSINESS

Michele Gabriel, CEO, provided the Board a brief explanation of the Credentialing and Privileging process for new and existing provider noting that the policies indicate that when the Governance Board credentials and privileges a provider for the first time they do it based on documentation, education and licensures; however, when recredentialing or repriviliging the Governance Board additionally considers their work performance; including any positive or negative patient feedback, peer review documents, performance evaluations, as well as documents, education and licensures.

Under first item on the agenda under New Business, Michele Gabriel, CEO presented a memo to Governance Board to Credential CHC Staff: Crystal Johnson, Michele stated Crystal is the new Behavioral Health Counselor at the Community Health Center, all her paperwork is in order, and is ready to see patients after she is credentialed. A motion was made by Sammi Durdle to approve the Memo to Credential CHC Staff: Crystal Johnson as presented and seconded by Christina King, the motion for approval was unanimously adopted by a voice vote.

The final item on the agenda under New Business, Michele Gabriel, CEO presented a memo to Governance Board to Privilege CHC Staff: Crystal Johnson, A motion was made by Bill Butts to approve the Memo to Privilege CHC Staff: Crystal Johnson as presented and seconded by Sammi Durdle, the motion for approval was unanimously adopted by a voice vote.

MEDICAL DIRECTOR

There were no items on the agenda under the Medical Director's Report.

DENTAL DIRECTOR

There were no items on the agenda under the Dental Director's Report.

BEHAVIORL HEALTH DIRECTOR

There were no items on the agenda under the Behavioral Health Director's Report.

EXECUTIVE SESSION

A motion was made by Christina King to go into Executive Session to discuss Provider Credentialing and Privileging at 4:52pm; the motion was seconded by Bill Butts. Roll Call vote was unanimous: Bill Butts-yes; Sammi Durdle-yes; Marty Andrews-yes; Harlan Cook-yes; Christina King-yes; Angela Petersen-yes; Tara Hillier-yes; Amber Miles-yes; and Karen Lynch-yes. Absent: Annadoria Ledbetter.

RETURN TO OPEN SESSION

A motion was made by Marty Andrews to return to Open Session at 5:35pm; the motion was seconded by Bill Butts. Roll Call vote was unanimous: Bill Butts-yes; Sammi Durdle-yes; Marty Andrews-yes; Harlan Cook-yes; Christina King-yes; Angela Petersen-yes; Tara Hillier-yes; Amber Miles-yes; and Karen Lynch-yes. Absent: Annadoria Ledbetter.

Upon returning to Open Session no action was taken on XVII a. Action to Recredential CHC Staff: Mark Wiechert, MD, and b. Action to Reprivilege CHC Staff: Mark Wiechert, MD.

ADJOURNMENT

A motion was made by Marty Andrews to adjourn the April 6, 2022, Governance Board Special meeting at 5:36pm; the motion was seconded by Angela Petersen. Roll Call vote was unanimous: Bill Butts-yes; Sammi Durdle-yes; Marty Andrews-yes; Harlan Cook-yes; Christina King-yes; Angela Petersen-yes; Tara Hillier-yes; Amber Miles-yes; and Karen Lynch-yes.
Absent: Annadoria Ledbetter.

Michele Gabriel, MPH, Administrator/CEO

Sammi Durdle, Secretary