

# GOVERNANCE BOARD MINUTES OF SPECIAL MEETING

May 19, 2022, via Teleconference

5:00 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 Hybrid Meeting (In-Person & Teleconference) on May 19, 2022. In the absence of President Karen Lynch, Michele Gabriel, CEO called the meeting to order at 5:02pm. Present in-person were Marty Andrews, and Gayle Keiser. Also, attending in-person were Michele Gabriel, CEO; Reina Reyes, COO; Staci Simpson, Director of Operations; Brianne Nichols, Public Health Program Coordinator; and Tina Jockisch, Administrative Clerk. Governance Board members present via teleconference were Bill Butts, Tara Hillier, Angela Petersen, and Amber Miles. Absent: Sammi Durdle, Harlan Cook, Christina King, Diane Munson, and Karen Lynch.

## **ADDITIONS TO AGENDA**

There were no additions to the agenda.

## **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 under the Executive Director's report, Michele Gabriel, CEO, Michele discussed the Service Area Identification and Annual Review with the Governance Board and answered any questions the Board had.

The next item under the Executive Director's report, Brianne Nichols, Public Health Program Coordinator, Brianne discussed the Service Area Needs Assessment Data 2022 PowerPoint with the Governance Board and answered any questions the Board had.

The final item under the Executive Director's report, Staci Simpson, Director of Operations, Staci reviewed the Governance Board Manual 2022 explaining the manual in detail and answering questions for the new members and long-term members.

## **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**

There were no items on the agenda under New Business.

**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**

There were no items on the agenda under Executive Session.

**RETURN TO OPEN SESSION**

There were no items on the agenda under Open Session.

**ADJOURNMENT**

A motion was made by Marty Andrews to adjourn the May 19, 2022, Governance Board Special meeting at 6:30pm; the motion was seconded by Gayle Keiser. Roll Call vote was unanimous: Marty Andrews-yes; Gayle Keiser-yes; Bill Butts-yes; Angela Petersen -yes; Tara Hillier-yes; and Amber Miles-yes. Absent: Sammi Durdle, Harlan Cook, Christina King, Diane Munson, and Karen Lynch.

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**Michele Gabriel, MPH, Administrator/CEO**

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**Sammi Durdle, Secretary**