

The Board of Health of the Knox County Health District held a regular meeting in the agency conference room with a digital platform option through Zoom for staff and guests only. The following were in attendance:

<b>BOARD MEMBERS:</b>	<b>STAFF:</b>
Jeff Harmer, President	Zach Green, Health Commissioner
Jason Whaley, President Pro-Tem	Joyce Frazee, HR Director
Amanda Rogers, DVM	Lane Belangia, Community Health Center CEO
Barb Brenneman	Katie Hunter, Fiscal Director, Zoom
Barry George, MD	Stacy Gilley, BH Director, Zoom
Dan Brinkman	Kristi Thomas, HR Generalist
Diane Goodrich	
Eric Helt	
Eric Siekkinen, RPh	
<b>GUEST:</b>	<b>ABSENT:</b>
	Ron Martinson, MD
	Deanar Sylvester, Quality Director
	Nan Snyder, Clinical Director
	Tina Cockrell, PHEN Director
	Cynthia Miller, WIC Director
	Nathan Overholt, EH Director

**1. Convention**

**1.1. Call to Order**

Jeff Harmer called the meeting to order at 6:30p.m.

**1.2. Acceptance of the Agenda**

Diane Goodrich made a motion to accept the agenda. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**1.3. Approval of the minutes for November 15, 2023 Board of Health meeting.**

Eric Siekkinen, RPh, made a motion to approve the minutes for November 15, 2023. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**1.4. Approval of the Bills**

Eric Helt made a motion to approve the bills. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

APPROVAL OF BILLS November 2023	
FUND	AMOUNT
801 - General Fund	26,204.95
805 - Swimming Pool Fund	152.81
806 - Food Service Fund	31,971.58
807 - Private Water Fund	2,159.85
808 - WIC Grant	150.01
809 - Sewage Program Fund	1,458.41
811 - Creating Healthy Communities Grant	5,166.64
812 - Public Hlth Emergency Preparedness Grant	100.10
813 - MCH/CFHS Grant	7,482.38
814 - Community Health Center Grant	314,129.39
820 - ODH Grants	14,462.35
830 - Drug Free Communities	10,113.39
<b>Total</b>	<b>\$413,551.86</b>
<b>THEN &amp; NOW</b>	
801 - General Fund	1,554.60
805 - Swimming Pool Fund	152.81
806 - Food Service Fund	101.25
809 - Sewage Program Fund	959.00
813 - MCH/CFHS Grant	6,380.97
814 - Community Health Center Grant	27,337.81
820 - ODH Grants	7,727.71
830-Drug Free Communities	2,500.00
<b>Total</b>	<b>\$46,714.15</b>

**1.5. Public Participation - None**

**2. Hearings/Readings/Regulations - None**

**3. Special Reports**

**3.1. Board Report**

**Jason Whaley reported:**

Chip McConville, the legal attorney for Knox Public Health wanted to wish everyone a Happy Holidays. Chip expressed his gratitude to the Board of Health and to Zach Green for a wonderful year of partnership. Chip also expressed his appreciation for Lane Belangia’s legal team, Brenneman & Diamond, as they have been a pleasure to work with this year as well.

**3.2. Health Commissioner**

**Zach Green reported:**

- Legislative Update:
  - HB86 / HB354 Recreational Marijuana
    - Reduces possession to 1 ounce
    - Creation of Division of Marijuana Control (2 year process)

- Child safety packaging & bans certain advertisement tactics
    - 230 max number of dispensaries
  - Reporting Drug Overdoses OAC 3701-3-16
    - Requires hospitals to report non-fatal drug overdoses within 48 hours into their electronic reporting system
    - In addition, identify intentional self harm, accidental, assault, etc.
  - HB 257 Public Bodies Meeting Virtually
    - Update: House passed....now in Senate Committee
- Downtown Remodel:
  - Update on 205 West Vine Street DEMO: Land Bank
  - Delay with AEP providing permanent service
    - This is a priority & permits have been paid
- Community Health Assessment (CHA) for 2025-2029 is underway
  - KHPP has hired Moxley Public as the contractor
    - Kickoff meeting had representatives from over twelve agencies
- \*\*Leadership was given a pass this month, except for agenda specific items, on their monthly report as they focus on closing out the calendar year.
  - A holiday present from their Health Commissioner

#### 4. New Business

##### 4.1. Finance

##### 4.1.1. Income and Expense

Eric Siekkinen, RPh, made a motion to approve the income and expenses. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

##### 4.1.2. Approval of Resolution 2023-20, Transfer of Funds

Jason Whaley made a motion to approve Resolution 2023-20, Transfer of Funds. Diane Goodrich seconded the motion; on roll call the following voted in the affirmative: Jeff Harmer, Jason Whaley, Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Dan Brinkman, Eric Helt, Barry George, MD and Amanda Rogers, DVM; in the negative: none. The motion was approved.

##### 4.2. Personnel

##### 4.2.1. Approve the hire of Todd Doyle, Information Technologist, effective December 4, 2023.

Diane Goodrich made a motion to approve the hire of Todd Doyle, Information Technologist, effective December 4, 2023. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

##### 4.2.2. Accept the resignation of Eleanor Frost, LPN, effective January 12, 2024.

Jason Whaley made a motion to accept the resignation of Eleanor Frost, LPN, effective January 12, 2024. Barb Brenneman seconded the motion, in the negative: none. The motion was approved.

#### **4.3. Contracts**

##### **4.3.1. Approval of the Professional Services Contract with Van Wert County General Health District for Health Equity Training effective April 10, 2024 through April 10, 2025 for a maximum reimbursement rate of \$3,000.**

Amanda Rogers, DVM, made a motion to approve the Professional Services Contract with Van Wert County General Health District for Health Equity Training effective April 10, 2024 through April 10, 2025 for a maximum reimbursement rate of \$3,000. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

##### **4.3.2. Approval of the Intergovernmental Agreement with Union County General Health District for subaward participation for the Integrated Harm Reduction Grant (IH24), effective September 30, 2023 through September 29, 2024, for a maximum reimbursement rate of \$22,500.**

Eric Siekkinen, RPh, made a motion to approve the Intergovernmental Agreement with Union County General Health District for subaward participation for the Integrated Harm Reduction Grant (IH24), effective September 30, 2023 through September 29, 2024, for a maximum reimbursement rate of \$22,500. Barry George, MD, seconded the motion; in the negative: none. The motion was approved.

##### **4.3.3. Approval of the contract with Huntington Billboards for a billboard in Danville effective March 25, 2023 through March 23, 2025 with a monetary value of \$5,000.**

Eric Siekkinen, RPh, made a motion to approve the contract with Huntington Billboards for a billboard in Danville effective March 25, 2023 through March 23, 2025 with a monetary value of \$5,000. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

##### **4.3.4. Approval of a Pharmacy Service Agreement, (PSA) between 340Basics, Danville Health Center, (Covered Entity) and Conway's Danville Pharmacy, (Contract Pharmacy) to dispense qualifying 340b prescriptions to eligible Health Center patients, effective September 20, 2023 through September 19, 2026.**

Eric Siekkinen, RPh, made a motion to approve the Pharmacy Service Agreement, (PSA) between 340Basics, Danville Health Center, (Covered Entity) and Conway's Danville Pharmacy, (Contract Pharmacy) to dispense qualifying 340b prescriptions to eligible Health Center patients, effective September 20, 2023 through September 19, 2026. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

#### **4.4. Board Approvals**

##### **4.4.1. Approval of the out-of-state travel for Tina Cockrell January 29, 2024-February 1, 2024 for the CADCA Conference in National Harbor, MD, through the Drug Free Communities grant with an estimated cost of \$6,500 for hotel and conference for 4 people (Tina and 3 Committee members).**

Diane Goodrich made a motion to approve the out-of-state travel for Tina Cockrell January 29, 2024-February 1, 2024 for the CADCA Conference in National Harbor, MD, through the Drug Free Communities grant with an estimated cost of \$6,500 for hotel and conference for 4 people (Tina and 3 Committee members). Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.4.2. Approval of the out-of-state travel for Joyce Frazee and Kristi Thomas, to Savannah, Georgia, for the National Public Employee Labor Relations Association (NPELRA) annual training conference, April 6, 2024-April 11, 2024, not to exceed \$8,000.**

Dan Brinkman made a motion to approve the out-of-state travel for Joyce Frazee and Kristi Thomas, to Savannah, Georgia, for the National Public Employee Labor Relations Association (NPELRA) annual training conference, April 6, 2024-April 11, 2024, not to exceed \$8,000. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

**4.4.3. Approval of Resolution 2023-21, in support of the Kokosing Gap Trail and Knox County Park District Re-paving Project.**

Dan Brinkman made a motion to approve Resolution 2023-21, in support of the Kokosing Gap Trail and Knox County Park District Re-paving Project. Eric Siekkinen, RPh, seconded the motion; on roll call the following voted in the affirmative: Jeff Harmer, Jason Whaley, Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Dan Brinkman, Eric Helt, Barry George, MD and Amanda Rogers, DVM; in the negative: none. The motion was approved.

**4.4.4. Accept the Notice of Award (NOA) for Enhanced Operations FY2023 in the amount of \$278,400.00.**

Jason Whaley made a motion to accept the Notice of Award (NOA) for Enhanced Operations FY2023 in the amount of \$278,400.00. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.4.5. Approval of the revisions to the following Personnel Policies:**

- **Employee Status**
- **Workweek**
- **Healthcare Coverage**
- **Holiday's**

Diane Goodrich made a motion to approve the revisions to the following Personnel Policies: Employee Status, Workweek, Healthcare Coverage and Holiday's. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**5. Board Information (Non-Action Items)**

● **Health Commissioner and/or CHC CEO approved/signed the following:**

- Renewal contract with John Cheek, DDS for Oral Surgeon services with a monetary value of \$100/hour not to exceed \$45,000/year effective January 1, 2024 through December 31, 2024.
- Renewal contract with Simona Moore, APRN-CNP for medical services with a monetary value of \$90 per hour not to exceed \$132,000/year, not including the reimbursement of professional liability insurance effective January 1, 2024 through December 31, 2024.
- Renewal contract with William Elder, MD for medical services with a monetary value of \$9/hour not to exceed \$19,000/year and supplemental health care coverage with a monetary value of \$139.09/month not to exceed \$1,669.08/year, effective January 1, 2024 through December 31, 2024.
- Renewal contract with Infidium Healthcare Solutions for medical services support with a monetary value of \$200/hour not to exceed \$14,400/year, effective January 1, 2024 through December 31, 2024..

- Renewal Agreement with Knox Community Hospital to provide the Health Center’s Chief Medical Officer with a monetary value of \$85/hour not to exceed \$36,000/year, effective January 1, 2024 through December 31, 2024.
- Renewal of the professional services contract with Knox Community Hospital, ( KPH) providing a Medical Director to the Knox County Community Health Center, effective January 1, 2024 through December 31, 2024 for \$1,250 quarterly
- Professional Service contract with Knox Community Hospital for KPH Medical Director supervision, effective January 1, 2024 through December 31, 2024 for \$1,250 quarterly.
- Processing Contract with the Ohio Department of Health for Medicaid Administrative Claiming (MAC) participation and reimbursement, effective July 1, 2023 through June 30, 2025, without a maximum reimbursement specification.
- **Leadership Team**

**FISCAL DIRECTOR – Katie Hunter - None**

**HUMAN RESOURCES DIRECTOR – Joyce Frazee**

- New Hire - Todd Doyle was hired to fill the IT Manager position. Luckily we only had one week without IT support as Todd came onboard December 4th.
- Resignation - You will be asked to approve the resignation of Eleanor Frost, LPN, effective January 12, 2024. Ellie has taken a position with the organization called i58 Global. She will be working in Germany for one year.
- Personal Policies -
  - Employee Status, Workweek and Health Care Coverage policies were all revised to change full-time status eligibility for health insurance benefits. The change reflected was based on the County Commissioners resolution that employees enrolled in the county health insurance benefit had to work 30 hours per week instead of 28. This requirement affected the three policies listed above.
  - Holidays - This policy was rewritten to take into account full-time 40 hour/week staff working a compressed workweek as an alternate work arrangement will receive a bank of 96 hours to request the weeks a holiday occurs. The hours can only be used for holiday hours, is not carried over to the next year, and is not paid out.

**ENVIRONMENTAL HEALTH DIRECTOR – Nate Overholt, RS - None**

**PUBLIC HEALTH EDUCATION AND NURSING DIRECTOR – Tina Cockrell**

- Out of state travel request for Tina Cockrell is for the Anti-Drug Coalitions of America CADCA Forum held in National Harbor, MD and includes a SAMSHA Prevention Day program as well. Three additional coalition members have expressed interest in attending. All travel and registration is covered through the DFC grant. The coalition has attended this conference for the past eight years.
- The Huntington Billboard contract for approval is to secure the billboard outside of Danville for an entire year. Selecting this option allows the Danville Health Center first selection next year. Previously the contract was a 6-month purchase to promote renovations.

- Two contracts with Union County Health Department for harm reduction Project DAWN which is for our naloxone training and distribution program. The first contract for \$3,600 completes the IH23 grant period through September. The second contract is in the amount of \$22,500 for IH24 beginning October 1, 2023 through September 30, 2024. Deliverables for the grant are listed in the attached table 1.

**WIC DIRECTOR**– Cyndie Miller, RD, LD, CLC

- Knox County WIC initial caseload for October 2023 is 788, an increase of 5 from October 2023. Referrals included “1” for the Mommy & Me Smoking Cessation program and included “15” to the CHC (3 Adults, 0 infants, and 12 children).
- Knox County WIC’s breastfeeding initiation rate for October 2023 is 76.19%.
- Nutramigen and Alimentum powdered formulas continue to be in limited supply at our Kroger and Walmart stores. The levels are slightly improved and should continue to show improvement. State WIC continues to meet with Mead Johnson on a regular basis and hold bi-weekly calls with local program directors.
- Baker’s IGA is once again an approved WIC vendor.
- The standard Cash Value Benefit (CVB) food package for fruits and vegetables has been increased through February 2024. The new amounts are as follows: • \$26 for children • \$47 for postpartum women • \$52 for fully/partially breastfeeding and pregnant women • \$78 for exclusively breastfeeding multiples.
- The WIC Farmers’ Market redemptions rates and amounts were the best ever! The redemption rate for the 2023 season was 62.4% and provided local farmers with \$3,240.

**COMMUNITY HEALTH CENTER DIRECTOR** – Lane Belangia - None

**CLINICAL DIRECTOR** – Nan Snyder, RN - None

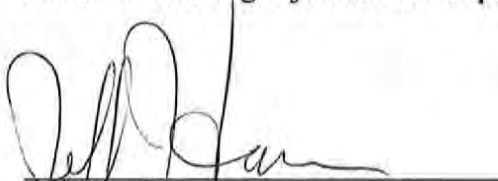
**BEHAVIORAL HEALTH DIRECTOR** - Stacy Gilley, LISW-S - None

**QUALITY DIRECTOR** - Deanar Sylvester, RN - None

**6. Adjournment**

Having no further business, Eric Siekkinen, RPh, made a motion to adjourn the meeting. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

The Board meeting adjourned at 7:22p.m.

  
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Jeff Harmer  
Board President

  
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Zach Green  
Health Commissioner