

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:

BOARD MEMBERS	STAFF
Jeff Harmer, President	Zach Green, Health Commissioner
Jason Whaley, President Pro-Tem	Joyce Frazee, Human Resource Director
Barb Brenneman	Katie Hunter, Fiscal Director
Diane Goodrich	Stacy Gilley, BH Director
Eric Siekkinen, RPh	Deanar Sylvester, Clinical Director, Zoom
Amanda Rogers, DVM	Cyndie Miller, WIC Director
Barry George, MD	Tina Cockrell, PHEN Director
Dan Brinkman	Ron Martinson, MD, Zoom
	Nan Snyder, Quality Director
ABSENT	Kristi Thomas, HR Generalist
Eric Helt	
Nate Overholt, Environmental Health Director	GUEST
Lane Belangia, Community Health Center CEO	Grant Ritchey, Knox Pages

1. Convention

1.1. Call to Order

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

1.2. Acceptance of the Agenda

Eric Siekkinen, RPh, made a motion to accept the agenda. Barry George, MD, seconded the motion; in the negative: none. The motion was approved.

1.3. Approval of the minutes for August 16, 2023 Board of Health meeting.

Diane Goodrich made a motion to approve the minutes for August 16, 2023. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

1.4. Approval of the Bills

Eric Siekkinen, RPh, made a motion to approve the bills. Jason Whaley seconded the motion; in the negative: none. The motion was approved. Public Participation

APPROVAL OF BILLS August 2023	
FUND	AMOUNT
801 - General Fund	17,767.31
806 - Food Service Fund	4,771.69
807 - Private Water Fund	1,907.15
808 - WIC Grant	56.29
809 - Sewage Program Fund	1,383.37
810 - RV Park/Camp Fund	44.85
812 - Public Hth Emergency Preparedness Grant	130.63
813 - HCH/CRHS Grant	340.78
814 - Community Health Center Grant	486,820.78
819 - Solid Waste	485.24
820 - ODH Grants	14,261.50
830 - Drug Free Communities	1,143.58
Total	\$529,213.55
THEN & NOW	
801 - General Fund	4,804.05
807 - Private Water Fund	612.00
810 - RV Park/Camp Fund	44.85
812 - Public Hth Emergency Preparedness Grant	90.00
814 - Community Health Center Grant	97,300.57
820 - ODH Grants	389.64
830 - Drug Free Communities	852.00
Total	\$104,183.11

1.5. Public Participation

2. Hearings/Readings/Regulations

2.1. Approval of the household sewage treatment system variance application for Paul Helser at 9340 Old Delaware Road, Mount Vernon, OH 43050, Liberty Township Parcel # 40-00150.000 to allow the effluent distribution pipe to be installed under an existing driveway and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a).

Dan Brinkman made a motion to approve the household sewage treatment system variance application for Paul Helser at 9340 Old Delaware Road, Mount Vernon, OH 43050, Liberty Township Parcel # 40-00150.000 to allow the effluent distribution pipe to be installed under an existing driveway and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a). Jason Whaley seconded the motion; in the negative: none. The motion was approved.

3. Special Reports

3.1. Board Report

Diane Goodrich reported she spoke with Tina Cockrell, Public Health Education and Nursing Director, about utilizing the Agency's public relations team to provide awareness to the community about orphan gas wells. Two ideas that were discussed included a link on the Knox Public Health website under the Environmental Health tab and creating a one page flier with information to distribute through various community events.

3.2. Health Commissioner

Zach Green reported:

- Remodel at 202 West Vine Street is underway. Permits have been obtained, plumbing has been installed, & concrete foundation has been poured.
 - Received \$150k from Knox County Foundation
 - Pending approval for \$26k from the Land Bank (demolish 205 W. Vine St.)
- Knox County Water Department has expressed interest in providing influenza & COVID samples through wastewater (approx. 3k households).
 - Mount Vernon & Gambier treatment facilities have also opted in
- Ohio Department of Medicaid update: improvement in billing issues and claims are being cleaned up (great news!).
 - Still have work to do with revenue cycle management, but we are heading in the right direction.
- Myself & the Medical Director attended the Ohio Health Commissioner Association Fall conference in Hilliard.
 - Medical Director University (required annually) has been completed.
- Classification & Compensation plan is under review to determine the best course of action regarding leave time for medical and dental providers in the FQHCs.
 - Workforce Committee will receive a draft in the coming weeks
- Leadership has been attending Townships meetings on a regular basis.
 - If BOH members would like to attend, please send me an email.
- August Communicable Disease report in your folder

- Lyme disease is a top priority!
- COVID updated boosters are still pending (maybe end of Sept?)

4. New Business

4.1. Finance

4.1.1. Income and Expense

Amanda Rogers, DVM, made a motion to approve the Income and Expenses. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.1.2. Approval of Resolution 2023-16 for transfers

Eric Siekkinen, RPh, made a motion to approve Resolution 2023-16 for transfers. Jason Whaley 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, Barry George, MD, and Amanda Rogers, DVM; in the negative: none. The motion was approved.

4.2. Personnel

4.2.1. Approval to hire Angela Khalil, Administrative Assistant, effective August 28, 2023.

Diane Goodrich made a motion to approve the hire of Angela Khalil, Administrative Assistant, effective August 28, 2023. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.2.2. Approval to hire Stephanie Blake, LPN, effective September 5, 2023.

Diane Goodrich made a motion to approve the hire of Stephanie Blake, LPN, effective September 5, 2023. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.2.3. Approval to hire Gidget McGarvey, CMA, effective October 2, 2023.

Diane Goodrich made a motion to approve the hire of Gidget McGarvey, CMA, effective October 2, 2023. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.2.4. Approval to hire Tonja Balka, EFDA, effective October 2, 2023.

Diane Goodrich made a motion to approve the hire of Tonja Balka, EFDA, effective October 2, 2023. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.2.5. Accept the resignation of Audrianna Walker, Environmental Health Specialist In Training, effective September 22, 2023.

Jason Whaley made a motion to accept the resignation of Audrianna Walker, Environmental Health Specialist In Training, effective September 22, 2023. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.3. Contracts

4.3.1. Approval of the contract amendment for the personal services contract with Shelbi Bixler to increase the yearly maximum from \$14,000 to \$25,000.

Eric Siekkinen, RPh, made a motion to approve the contract amendment for the personal services contract with Shelbi Bixler to increase the yearly maximum from \$14,000 to \$25,000. Jason Whaley seconded the motion in the negative: none. The motion was approved.

4.3.2. Approval of the MOU with Knox County Family and Children First Council for service collaboration for Knox County Families, effective September 18, 2023 through June 30, 2024, not to exceed \$21,956.40 in reimbursements.

Eric Siekkinen, RPh, made a motion to approve the MOU with Knox County Family and Children First Council for service collaboration for Knox County Families, effective September 18, 2023 through June 30, 2024, not to exceed \$21,956.40 in reimbursements. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.3.3. Approval of the Professional Services Contract with Conneaut City Health Department for health equity training and toolkit, effective January 1, 2024 through December 31, 2024, for a maximum reimbursement rate of \$2500.

Diane Goodrich made a motion to approve the Professional Services Contract with Conneaut City Health Department for health equity training and toolkit, effective January 1, 2024 through December 31, 2024, for a maximum reimbursement rate of \$2500. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

4.3.4. Approval to terminate the contract with Jill Hunter, Certified Nurse Practitioner, effective September 9, 2023.

Eric Siekkinen, RPh, made a motion to approve the termination of the contract with Jill Hunter, Certified Nurse Practitioner, effective September 9, 2023. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

4.4. Board Approvals

4.4.1. Approval of Resolution 2023-15, authorizing the filing of an application with the Ohio Department of Transportation for grants through the US DOT Federal Transit Administration and the State of Ohio Department of Transportation upon project approval.

Jason Whaley made a motion to approve **Resolution 2023-15**, authorizing the filing of an application with the Ohio Department of Transportation for grants through the US DOT Federal Transit Administration and the State of Ohio Department of Transportation upon project approval. Barb Brenneman 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, Barry George, MD, and Amanda Rogers, DVM; in the negative: none. The motion was approved.

4.4.2. Approval of Use of District Vehicle policy.

Eric Siekkinen, RPh, made a motion to approve the Use of District Vehicle policy. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

4.4.3. Approval of the HIPAA policy.

Barry George, MD, made a motion to approve the HIPAA policy. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

4.4.4. Accept the Notice of Award in the amount of \$21,305.00 to support the Knox County Community Health Center in COVID-19 related operations and supplies.

Eric Siekkinen, RPh, made a motion to accept the Notice of Award in the amount of \$21,305.00 to support the Knox County Community Health Center in COVID-19 related operations and supplies. Dan Brinkman 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 Agreement with Knox County Job & Family Services to provide case management services for high risk families and children, effective October 1, 2023 through September 30, 2024, for a maximum reimbursement of \$95,079.
- **Leadership Team**

FISCAL – Katie Hunter, Fiscal Supervisor

- Resolution 2023-16 is mostly moving funds around within ODH Grants in order to expense them appropriately. We identified a new line item within the Health Center Fund for Capital Improvements. Any expenses related to the remodel of 202 West Vine will come out of the new line item.
- Zach and I met with the County Auditor and Treasurer to review current processes as we are working to streamline efficiencies within the Fiscal Division.
- Budgets for Fiscal Year 2024 will have additional expense codes for enhanced reporting purposes.
- The finance committee will meet in October to review the first draft of the Permanent Appropriation for 2024.

HUMAN RESOURCES – Joyce Frazee, Director

- **NEW HIRE:** Angela Khalil was hired to fill the Administrative Assistant position to the CEO, she started August 28. Stephanie Blake, LPN started with the agency September 5 and Gidget McGarver, CMA starts October 2, 2023.
- Chip MConville, PA recommended the agency Use of District Vehicle policy be revised to include language in recognition of the on-call status of the Health Commissioner and the BOH permitting the HC the use of a Board owned vehicle. The policy is available for view in the BOH folder with the changes to the policy in **green** font. This policy is on the agenda for approval.

ENVIRONMENTAL HEALTH – Nate Overholt, RS, Director

- Paul Helser has applied for a household sewage treatment system variance for 9340 Old Delaware Road, Mount Vernon, OH 43050, Liberty Twp. Parcel # 40-00150.000 to allow the effluent distribution pipe to be installed under an existing driveway and cannot meet the isolation distance requirements outlined in Ohio Administrative Code 3701-29-06(G)(3)(a) and requires a variance.
- Audri Walker has turned in her letter of resignation in order to take a new position at the Licking County Health Department as a public health specialist. Her new position will be working directly with the Licking County Health Department Epidemiologist. Audri is currently taking classes to complete her Masters Degree in Epidemiology, so this position aligns with her future career goals. We wish Audri the best of luck at her new position.

PUBLIC HEALTH EDUCATION AND NURSING – Tina Cockrell, Director

- 8 students have received assistance for driver education costs through the Drive to Succeed grant program thus far. Funding is available for income eligible families until exhausted. We expect to help at least 45 students.
- Children positive for lead have been on a rise, messaging has been shared about the dangers of lead, testing is required for medicaid eligible children. PH Nurse Jess Parker and I met with Metro Housing to discuss community partnership to reduce risks for children in low income homes. Release of information sheets will be completed when parents are contacted by public health so we can discuss cases in more detail with Metro.
- Cribs for Kids grant has been approved for Licking County, we partner with Licking to distribute cribs in Knox County. The new grant year begins October 1, 2023.
- David Hatley, Epidemiology has submitted an application to NAACHO for funding to strengthen our capacity to integrate forecasting and analytical tools into infectious disease outbreak planning and response at the local level. We hope to receive notice by September 20, 2023.
- Flu clinics are scheduled throughout the county. We are expecting an early flu season. Information is on our website, social media and flyers are being distributed.
- Staff will be in the community doing outreach education and vaccine clinics in several local schools and attending Amish Safety Day.

WIC – Cyndie Miller, RD, LD, CLC, Director

- Knox County WIC initial caseload for August 2023 is 777, an increase of 8 from July 2023. Referrals “8” for the Mommy & Me Smoking Cessation program and included “4” to the CHC (3 Adults, 0 infants, and 1 children).
- Knox County WIC’s breastfeeding initiation rate for August 2023 is 77.78%.
- Availability of Enfamil ProSobee (soy) powdered formula is slightly improved at our local Kroger site. EnfaCare powdered formula for premature infants is *very limited* on shelves at Kroger and Walmart. State WIC is aware and continues to meet with Mead Johnson on a regular basis and hold bi-weekly calls with local program directors.
- Our State WIC Management Evaluation was completed on August 16th. 4 Corrective actions were received and will be addressed.
- Breastfeeding Awareness Month (BAM), “Enabling Breastfeeding – Making a Difference for Working Parents” was observed during the month of August. A new Baby Station Tent was purchased with MCH grant funds and was available for the Fredericktown Tomato Show. Wipeable Boppy breastfeeding

pillows are set to be distributed to area pediatrician offices along with lactation support information for employers of healthcare workers. This information is taken from the Ohio Workplace Plus toolkit available at www.odh.ohio.gov/breastfeeding. Additionally, a display and short presentation was made at our August KPH All-Staff meeting highlighting the new Break Time for Nursing Mothers law (under the Fair Labor Standards Act) and Ohio law (Section 3781.44, Ohio Revised Code), that states “A mother is entitled to breastfeed her baby in any location of a place of public accommodation wherein the mother otherwise is permitted.”



COMMUNITY HEALTH CENTER – Lane Belangia, CEO

- NOA for \$21,305.00 received for Bridge Covid Program Funding, intent is to purchase Covid-19 Vaccinations.
- Co-app board to approve (annual) By-Laws for the HC Board and Hours of operations Policy
- HRSA notified CEO, the next on-site visit from HRSA will be late summer/early fall of 2024
- Ulery Home Change in Scope Approved as an Admin Location 8/17/2023
- Non-compete budget report due 11-3-2023
- New CEO named for OACHC, Randy Runyon has officially retired
- New patient member of the Co-app Board being sought to fill a current patient member leaving the board, Danville area preferred as we do not currently have a member representing this location.

CLINICAL DIRECTOR – Deanar Sylvester, RN

- **Covid vaccine update-**
 - Currently, bivalent mRNA vaccines (Moderna and Pfizer-BioNTech COVID-19) are no longer authorized for use in the United States.
 - On 9/11/23, The FDA has approved and authorized for emergency use, Pfizer-BioNTech and Moderna COVID-19 Vaccine (2023-2024 Formula) for individuals ages 6 months and older. As we await further guidance and instructions for ordering the new vaccines, please continue to access our website or social media page, for up-to-date information on availability, immunization recommendations, and appointment scheduling.
- We are diligently working to obtain site approval from the Ohio Department of Health for our new Danville Clinic. Once this process has been completed, we plan to offer Covid, along with Vaccines For Children (VFC) vaccines, at this location. Until the site approval is complete, Covid vaccines will be offered at our main location only, at this time.
- **Clinic Staffing-**
 - I am pleased to announce, Jill Hunter, APRN, has joined our team full time! Jill was previously independently contracted one day a week, transitioning to four days a week as of 9/10/23, as a contracted employee through Knox Community Hospital (KCH). Paige Cunningham, APRN, will also join our team starting 9/24/2023. Stephanie Blake, LPN joined 9/5/23 and Gidget

McGarvey, CMA will join our team in October. We have open positions remaining for 2 LPNs and a CMA.

BEHAVIORAL HEALTH DIRECTOR - Stacy Gilley, LISW-S

- **Georgette Burritt, LSW/ LICDC, reports the following:**
 - One of my client's started nursing school out of high school but at the same time started using drugs. She ended up dropping out of nursing school and being in a downhill spiral that culminated in legal trouble a little over a year ago. She entered into therapy and has been working on her recovery since then. She has been working as an aide at a local long term care center and decided to return to school and get her associates in nursing to be a RN. She enrolled in school and started classes this fall. She is also active in her church and went as a missionary to Chile this summer. This client gives credit to the support and healing she has done in therapy.
 - Another success story is 2 of my client's been in recovery for over a year now are going to MVNU to present their stories to a chemical dependency class. The professor does this every year in order to help students personalize addiction and stop the stigmatization of substance use disorders.

- **Chris Remy, LISW-S, reports the following:**
 - Working with two elementary age boys both struggling with behavioral issues at home and school. Parents of both boys' state that the boys look forward to coming to counseling and that they are noticing positive changes in their behaviors at school and decrease reports from the schools about negative behaviors.

- **Paul Hart-Ruthenbeck, LCDC III, reports the following:**
 - Paul participated in the Bicycle Ride Leader training hosted by the Ohio Department of Health, from Monday, September 11th through Wednesday September 13th, 2023 in Delaware, Ohio. The training started at 8am each morning and finished at 6pm each evening. At the end of the training participants will be able to:
 - Help people choose to use a bicycle for transportation to travel to a common destination, (work, school, grocery store, worship, etc.).
 - Develop new skills for planning and leading educational and recreational rides.
 - Increase personal competence riding in new situations.

- **Deborah Wauthier MSW/LSW, LCDC III, reports the following:**
 - Of my 33 current clients, 26 have significant trauma and a PTSD diagnosis. Twenty of these clients are making significant and steady progress in treatment, 5 are making some progress, 1 autistic client whose mother has reported he has made significant progress in treatment who may be discharged successfully, soon. Overall I have 4 teenagers and 3 adolescents. Two of my teenagers have parental reports of significant positive progress and change in behaviors with decreased depression, one whose mother reports has made very good progress but is more resistant to change than the other teens. My three adolescents... two of them are making progress in treatment. There is currently one teenager who was previously successfully discharged who would like to again receive supportive services who will likely be added soon. Upon discharge, the parental report was very favorable.

- I serve clients with diagnosis of PTSD, Prolonged Grief, ADHD, Generalized anxiety, Adjustment disorder, Persistent Depressive Disorder, Agoraphobia, Acute Stress Disorder, and Major Depressive Disorder with Seasonal Pattern.

- **Melissa Body, LSW/LCDC III, reports the following:**

- I presented along with the Community Mental Health and Recovery Board of Licking and Knox County employees, Emily McConville, Community Relations Coordinator and Daniel Cuciak, Clinical Director, the Responding to Addiction (R2A) training for professionals. We completed our first presentation with a small group of professionals from Knox and Licking Counties. This is the professional version 2.5 hour training of what will be offered to families as Responding to Addiction, an 8.0 hour training.

- **Lauren Sanders, LSW/MSW, reports the following:**

- I will be taking my LISW test next month. My client is out of long-term treatment and is sober, getting a job, back in school.

QUALITY DIRECTOR - Nan Snyder, RN

MEASURE	RESULT
Childhood Immunization Status (CMS 117v11)	8.8%
Child Weight Assessment / Counseling for Nutrition / Physical Activity (CMS 155v11)	49.2%
BPH Screening and Follow-Up 18+ Years (CMS 69v11)	83.3%
Depression Remission at Twelve Months (CMS 139v11)	1.0%
Screening for Depression and Follow-Up Plan (CMS 2v12)	63.8%
Tobacco Use: Screening and Cessation (CMS 138v11)	84.9%
Colorectal Cancer Screening (CMS 130v11)	38.4%
Cervical Cancer Screening (CMS 126v11)	32.7%
Breast Cancer Screening Ages 50-74 (CMS 125v11)	30.3%
Hypertension Controlling High Blood Pressure (CMS165v11)	74.8%
Diabetes A1c > 9 or Untested (CMS 122v11)	32.4%
Statins Therapy for the Prevention and Treatment of Cardiovascular Disease (CMS147v11)	79.7%
IVD Aspirin Use (CMS 144v7)	71.2%
HIV Screening (CMS 349v1)	84%

- **Quality Improvement:**

- **Education:** We currently use a program called AZARA DRVS to monitor our quality measures. Here is an example of a report out of AZARA DRVS for the HRSA UDS quality measures. With the acquisition of Moore Family Practice and the Walk-in clinic we have more than doubled the number of patients who are in the denominators of these measures. This along with turnover has caused some lag in the measures. Green is meeting the measure, yellow is almost meeting the measure and red means we are not meeting the measure. The plan for the rest of the year is to prioritize measures with the providers and start to chip away at any barriers to providing care.

- **Quality Improvement Team:** The team is working on the following projects—Tick Management, Supply Cost Allocation, Medicare Wellness Visits, and Childhood Immunizations. Each project is in different stages of the Plan, Do, Study, Act implementation cycle. At the October 2023 meeting we will have one group ready to give a presentation about their project.

- **Population Health:**

- **News:** Starting 9/5/2023 Tara Mertler, Population Health Navigator, has joined our team. She is at her first adult job where her drive to work is less than an hour. Tara will be working closely with me to learn about the Comprehensive Care Programs and building a project timeline for making improvements to the program which will also help make improvements to patient care, Quality measures and to generate revenue. I am looking forward to seeing the great things Tara can do for us.

- **Information Technologies:**

- Move: It is official, Chris Kesterson has moved his office to the Strang Administration house. This move allows Chris space to set-up and analyze new equipment while providing him with a quiet work environment.
- Projects: The new telephone system which Chris single handedly installed at 100% of our locations last month has been working well. Chris' next project will be installing new computer systems at the Danville Dental Office. The equipment there was purchased with the building and the computers are struggling to keep up with the demands of the dental office. Chris is also taking a more active role with the electronic medical records which has included training, setup and troubleshooting.

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 7:13p.m.

Jeff Harmer
Board President



Zach Green
Health Commissioner

