

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, Human Resource Director
Eric Helt	Lane Belangia, Community Health Center CEO, Zoom
Amanda Rogers, DVM	Nate Overholt, Environmental Health Director, Zoom
Dan Brinkman	Tina Cockrell, PHEN Director, Zoom
Barb Brenneman	Pam Palm, Communications Director/PIO, Zoom
Eric Siekkinen, RPh	Cyndie Miller, WIC Director, Zoom
Barry George, MD, Zoom	Katie Hunter, Fiscal Director, Zoom
	Deanar Sylvester, Clinical Director, Zoom
	Ron Martinson, MD, Zoom
<b>ABSENT</b>	David Hatley, Epidemiologist
Diane Goodrich	Nicole Lybarger, Administrative Assistant, Zoom
<b>GUEST</b>	Kristi Thomas, Administrative Assistant

## **1. Convention**

### **1.1. Call to Order**

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

### **1.2. Acceptance of the Agenda**

Eric Helt made a motion to accept the agenda. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

### **1.3. Approval of the minutes for December 14, 2022 Board of Health meeting.**

Barb Brenneman made a motion to approve the minutes for December 14, 2022. Jason Whaley 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	
FUND	AMOUNT
801 - General Fund	32,434.64
805 - Swimming Pool Fund	120.44
806 - Food Service Fund	270.99
807 - Private Water Fund	1,713.55
808 - WIC Grant	69.12
809 - Sewage Program Fund	1,567.64
810 - RV Park/Camp Fund	120.44
811 - Creating Healthy Communities Grant	207.88
812 - Public Hlth Emergency Preparedness Grant	3,246.34
813 - MCH/CFHS Grant	423.87
814 - Community Health Center Grant	1,320,348.63
819 - Solid Waste	118.18
820 - ODH Grants	1,132.90
830 - Drug Free Communities	296.25
<b>Total</b>	<b>\$1,362,070.87</b>
<b>THEN &amp; NOW</b>	
801 - General Fund	1,800.00
807 - Private Water Fund	464.50
809 - Sewage Program Fund	343.00
812 - Public Hlth Emergency Preparedness Grant	173.34
814 - Community Health Center Grant	47,055.89
820 - ODH Grants	447.96
<b>Total</b>	<b>\$50,284.69</b>

**1.5. Public Participation**

**2. Hearing/Readings/Regulations**

**2.1. Approval of Household Sewage Treatment System Variance application for George Brownfield at 11487 Millersburg Road, Howard, OH 43028, Union Township Parcel # 61- 00377.000 to replace an existing system that has been found to discharge to the adjacent stream. The new household sewage treatment system components will not be able to maintain isolation distances to a gas line easement and private water system outlined in Ohio Administrative Code 3701-29-06(G)(3)(a)+(c).**

Barb Brenneman made a motion to approve the Household Sewage Treatment System Variance application for George Brownfield at 11487 Millersburg Road, Howard, OH 43028, Union Township Parcel # 61- 00377.000 to replace an existing system that has been found to discharge to the adjacent stream. The new household sewage treatment system components will not be able to maintain isolation distances to a gas line easement and private water system outlined in Ohio Administrative Code 3701-29-06(G)(3)(a)+(c). Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

**2.2. Approval of Household Sewage Treatment System Variance application for Laura Mooney at 22650 Vess Road, Glenmont, OH 44628, Jefferson Township Parcel #37-00700.000 in order to allow the effluent pipe from existing cabins to go under an existing driveway to a new treatment area 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 Laura Mooney at 22650 Vess Road, Glenmont, OH 44628, Jefferson Township Parcel #37-00700.000 in order to allow the effluent pipe from existing cabins to go under an existing driveway to a new treatment area 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**

- Commemorating Jean Hobbs' 100th Birthday

#### **3.2. Health Commissioner Report**

**Zach Green shared:**

- During the water main break after Christmas the agency was able to remain operational:
  - Brett Berger was able to do birth/death certificates from the main conference room
  - All clinical operations for the Health Center were re-located to the satellite sites
  - All remaining operations in the building were able to work from home until returning to the agency
- Big thank you to the MTV Fire Department that helped squeegee the water out of the building from the main water line break
- The agency's fiscal division is looking to occupy the former Strang home on 201 West Vine Street, Mount Vernon, in the near future
- The agency will be submitting a 3-year proposal plan to get investments for the former Strang Glass property
- We are in the process of re-accreditation this year

*Amanda Rogers, DVM and Eric Siekkinen, RPh, entered the room at 6:38p.m.*

##### **3.2.1. Agency Strategic Plan Review "Quarterly"**

- Tina Cockrell, Public Health Education and Nursing (PHEN) Director will revamp the curriculum for the school puberty program
- Enneagram training is complete and the leadership team will continue to meet on a regular basis discussing/learning more about the Enneagram
- The Health Center has started the re-branding process and is put as a priority to prepare for the move downtown
- The Danville Community Health Center and Knox County Dental Capital Projects are still in process and are projected to be complete by the end of the year.
- Construction on the former Strang Glass building will begin soon to accomplish the goal of having the building remodeled by the end for the year (2023) for the Health Center
- The Woman Infant Children (WIC) lease with Knox Community Hospital (KCH) is now on a month-to-month basis

### **3.2.2. FY2022 Annual Statistical Report**

- David Hatley presented the FY2022 Annual Statistical Report focusing on the following topics:
  - Vital Statistics
  - Top Causes of Mortality
  - Environmental Health
  - WIC
  - PHEN
  - Immunizations
  - Social Determinants of Health

*Ron Martinson, MD, entered the meeting via Zoom at 6:48pm.*

## **4. New Business**

### **4.1. Finance**

#### **4.1.1. Income and Expenses**

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

#### **4.1.2. Approve Resolution 2023-01 Amend Certificate of Estimated Resources.**

Jason Whaley made a motion to approve Resolution 2023-01 Amend Certificate of Estimated Resources. Amanda Rogers, DVM, seconded the motion; on roll call the following voted in the affirmation: Jeff Harmer, Jason Whaley, Eric Siekkinen, RPh, Amanda Rogers, DVM, Barb Brenneman, Dan Brinkman and Eric Helt; in the negative: none. The motion was approved.

#### **4.1.3. Approve Resolution 2023-02 Transfer/Advances.**

Eric Siekkinen, RPh, made a motion to approve Resolution 2023-02 Transfers/Advances. Barb Brenneman seconded the motion; on roll call the following voted in the affirmation: Jeff Harmer, Jason Whaley, Eric Siekkinen, RPh, Amanda Rogers, DVM, Barb Brenneman, Dan Brinkman and Eric Helt; in the negative: none. The motion was approved.

### **4.2. Personnel**

#### **4.2.1. Approve the hire of Dawn Allman, Administrative Assistant, effective December 19, 2022.**

Dan Brinkman made a motion to approve the hire of Dawn Allman, Administrative Assistant, effective December 19, 2022. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

#### **4.2.2. Approve the hire of Jill Phelps, Administrative Assistant, effective January 9, 2023.**

Dan Brinkman made a motion to approve the hire of Jill Phelps, Administrative Assistant, effective January 9, 2023. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

#### **4.2.3. Approve the hire of Marie Gerecke, Certified Nurse Midwife, effective January 9, 2023.**

Dan Brinkman made a motion to approve the hire of Marie Gerecke, Certified Nurse Midwife, effective January 9, 2023. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**4.2.4. Approve the hire of Susan Strack, Certified Nurse Practitioner, effective February 6, 2023.**

Dan Brinkman made a motion to approve the hire of Susan Strack, Certified Nurse Practitioner, effective February 6, 2023. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**4.2.5. Approve the termination of Adam Proper, Clinical Supervisor, January 6, 2023.**

Eric Siekkinen, RPh, made a motion to approve the termination of Adam Proper, Clinical Supervisor, effective January 6, 2023. Eric Helt seconded the motion.

After further discussion, Jason Whaley made a motion to table agenda item 4.2.5. until executive session. Eric Siekkinen, RPh, seconded the motion; in the negative: Eric Helt. The motion was approved.

**4.3. Contracts**

**4.3.1. Approval of the MOA with Kenyon for STI testing/ screening and immunization clinics, effective school year beginning August 1, 2022 through end of school year July 31, 2023, for a maximum reimbursement of \$35,000.**

Eric Siekkinen, RPh, made a motion to approve the MOA with Kenyon for STI testing/ screening and immunization clinics, effective school year beginning August 1, 2022 through end of school year July 31, 2023, for a maximum reimbursement of \$35,000. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.3.2. Approval of the Contract with Laura MacDonald for Health Center's Annual Cost Reports with a monetary value of \$90/hour not to exceed \$25,000/year, effective January 1, 2023 through December 31, 2023.**

Eric Siekkinen, RPh, made a motion to approve the Contract with Laura MacDonald for Health Center's Annual Cost Reports with a monetary value of \$90/hour not to exceed \$25,000/year, effective January 1, 2023 through December 31, 2023. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**4.3.3. Approval of the Lease Agreement with Knox Community Hospital for office space at 809 Coshocton Avenue, Suite C, Mount Vernon, Ohio, not to exceed \$3,500.00 per year effective January 18, 2023 through January 17, 2024.**

Dan Brinkman made a motion to approve the Lease Agreement with Knox Community Hospital for office space at 809 Coshocton Avenue, Suite C, Mount Vernon, Ohio, not to exceed \$3,500.00 per year effective January 18, 2023 through January 17, 2024. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**4.3.4. Approve the contract with Park National Bank for parking lot usage effective February 1, 2023 and ongoing. Pending legal approval.**

Eric Helt made a motion to approve the contract with Park National Bank for parking lot usage effective February 1, 2023 and ongoing. Pending legal approval. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.3.5. Approval of the contract with Shelbi Bixler for patient billing services within the Knox County Community Health Center at a rate of \$25 per hour, not to exceed \$14,000 per year, effective February 1, 2023 through January 31, 2024.**

Amanda Rogers, DVM, made a motion to approve the contract with Shelbi Bixler for patient billing services within the Knox County Community Health Center at a rate of \$25 per hour, not to exceed \$14,000 per year, effective February 1, 2023 through January 31, 2024. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**4.3.6. Approval of the Contract with Burgie MediaFusion for rebrand and rename services within the Knox County Community Health Center at a rate of \$25 per hour, not to exceed \$14,000 per year, effective February 1, 2023 through January 31, 2024.**

Amada Rogers, DVM, made a motion to approve the Contract with Burgie MediaFusion for rebrand and rename services within the Knox County Community Health Center at a rate of \$25 per hour, not to exceed \$14,000 per year, effective February 1, 2023 through January 31, 2024. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**4.3.7. Approval of the Partner Agreement with Knox County Career Center (KCCC), for Naloxone storage, distribution and Project Dawn training, effective upon signing and remains ongoing for no monetary exchange.**

Amanda Rogers, DVM, made a motion to approve the Partner Agreement with Knox County Career Center (KCCC), for Naloxone storage, distribution and Project Dawn training, effective upon signing and remains ongoing for no monetary exchange. Eric Helt seconded the motion; in the negative: none. The motion was approved.

**4.3.8. Approve the Contract with Huntington Billboards for the Knox County Community Health Center at a rate of \$2,800, effective February 6, 2023 through July 23, 2023.**

Jason Whaley made a motion to approve the Contract with Huntington Billboards for the Knox County Community Health Center at a rate of \$2,800, effective February 6, 2023 through July 23, 2023. Amanda Rogers, DVM, seconded the motion; in the negative: none. The motion was approved.

**5. Board Approvals**

**5.1. Approval to amend the Travel and Expense Reimbursement policy to add site differential language effective January 1, 2023.**

Barb Brennehan made a motion to approve the amendment to the Travel and Expense Reimbursement policy to add site differential language effective January 1, 2023. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

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

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

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

- Renewal Agreement with Knox Community Hospital for BOH Medical Director services, effective January 1, 2023 through December 31, 2023 for a maximum monetary value of \$5,000.00.
- Renewed contract with Knox Community Hospital to provide a Medical Director for the Community Health Center with an annual maximum of \$36,000/year, effective February 29, 2020 through February 28, 2021.



## 6.2. Leadership Team

### HEALTH COMMISSIONER - Zach Green

- Incident Command (IC) was activated due to the threat of Measles. At this time, the IC team will demobilize and transition into Childhood Immunization workgroups.
- Building restoration at the main site will likely be ongoing into February.
- Leadership reports to the Board will be revised. More information to follow
- Full-Time Maintenance employee is a HIGH priority for the 1st quarter of the new year.
- KHPP partnered with a local video director to record and produce training videos to aid in our Social Determinants of Health Training. This project will be completed on or before June 2023.
- QI Council is up and running again after reframing of the structure. Both the CHC and public health QI Teams have been combined in one team.
- Accreditation Quarterly Newsletter published this month and attached to meeting materials for informational purposes
- Annual Report attached as well as new way to present KPH data from a Social Determinants of Health framework.

### HUMAN RESOURCES – Joyce Frazee, Director

- This month you will be asked to approve the hire of four new employees.
  - Marie Gerecke, CNM joined the agency January 9, 2023. She will work at the MFP location offering full-scope women's health care.
  - Susan Strack, CFNP agreed to join our agency February 6, 2023 offering services at the Walk-In clinic
  - Dawn Allman started December 19, 2022 to fill the role of accounts payable.
  - Jill Phelps joined the fiscal team to help with billing services. She started January 9, 2023.
- You will also be asked to accept the termination of Adam Proper, effective January 6, 2023. He did not have the attributes needed for the Clinical Supervisor position. Legal counsel was aware of this decision and had no issues with moving forward.
- You will be asked to approve the amended Travel and Expense Reimbursement policy to add site-differential language. The following is the new proposed language:
  - **Site-differential Stipend** - Hourly employees assigned to work at a location that is not their normal work-site and given less than 24 hours-notice due to staffing issues are eligible for a site-differential stipend of \$25 per day. This is in addition to their normal rate of pay. Stipend is paid to staff working at a different location for more than one hour, consecutively during the work day. This does not include staff that normally work at the Moore Family Practice location that are asked to cover at the Walk-In Clinic and vice-versa. Staff assigned to work from multiple locations, as outlined in their job descriptions, are not entitled to this stipend. Staff acting as couriers to pick up or drop off supplies do not qualify for this incentive but shall receive mileage in accordance with the agency policy. In the event staff are diverted to alternative sites due to an emergency situation, i.e. water main break, power outages, etc. are not eligible for the stipend.

**FISCAL – Katie Hunter, Director**

- Resolution 2023-01 is required to adjust the 2023 Budget to match the Permanent Appropriations to start the fiscal year.
- Resolution 2023-02 is all the transfers for the year end. Included in this resolution are the cash transfers to the Private Water Fund, Sewage Fund for operations and to the Community Health Center for property acquisition.
- A contract for Shelbi Bixler is on the agenda for Approval. She was a former employee for the Health Center and will be returning as an independent contract to help in the fiscal division with the processing of incoming payments and health center billing.

**COMMUNICATION & MARKETING – Pam Palm, Public Information Officer**

- During closure of the main site due to a waterline break, we were able to keep the public informed via postings on Facebook and the agency website; messaging on the outside digital sign, a sandwich board sign at the front entrance and news releases to local media outlets including radio, news website, Chamber of Commerce and 211.
- The Health Center is engaging patients to the center with a bingo game which encourages them to schedule dental and medical appointments, health screenings and following the HC on Facebook and Instagram. Prizes are given to those who complete the card and “score” a bingo.
- Participation in an online Pandemic Experience survey created by our epidemiologist received over 300 responses due to social media promotion and the chance to receive a \$100 gift card.
- A new podcast was released in December. Guests were Emergency Preparedness Coordinator Amy Seward and Environmental Health Specialist Suzanne Dapprich who shared holiday safety tips.
- The Communications team created educational materials including letters, social media posts and posters to encourage MMR vaccination.
- The Health Center was featured in an article in the Town MoneySaver. Knox Public Health and the Health Center split a full-page ad in the monthly publication which is sent to 25,000 Knox County residents

**ENVIRONMENTAL HEALTH – Nate Overholt, RS, Director**

- George Brownfield has applied for a household sewage treatment system variance for 11487 Millersburg Road, Howard, OH 43028, Union Township Parcel # 61-00377.000 to replace an existing system that has been found to discharge to the adjacent stream. The new household sewage treatment system components will not be able to maintain isolation distances to a gas line easement and private water system outlined in Ohio Administrative Code 3701-29-06(G)(3)(a)+(c) and therefore requires a variance from the Knox County Board of Health.
- Laura Mooney has applied for a household sewage treatment system variance for 22650 Vess Road, Glenmont, OH 44628, Jefferson Township Parcel #37-00700.000 in order to allow the effluent pipe from existing cabins to go under an existing driveway to a new treatment area and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a) and therefore requires a variance from the Knox County Board of Health.
- Knox County Prosecutor Chip McConville notified Environmental Health Director Nate Overholt that the Coshocton County Prosecutor will be representing the agency in the Nunda Road public health nuisance case due to a conflict of interest as the property owner is employed by Knox County. Additional updates will be provided after meeting with the Coshocton County Prosecutor.



**PUBLIC HEALTH EDUCATION AND NURSING – Tina Cockrell, Director**

- **Communicable Disease** - Ebola monitoring for a couple who traveled to Africa, concluded December 21st, no fever or symptoms reported. COVID19 & Influenza outbreaks at LTC, Knox County Head Start. Influenza hospitalizations were outpacing COVID19 hospitalizations in December.
- **Children /Medical Handicaps** - 11 visits completed
- **Cribs for Kids**- 6 visits completed. Licking County contact has left the HD and will be working with a new grant coordinator once assigned.
- **Newborn Home Visits** - no visits to report
- **Senior Health & Wellness** -Completed 37 unique visits with Senior residents from inception of UW program, continue to navigate the CHW program. CHAP indicates the need for CHW to work with pregnant moms in Knox County. This will be reviewed and discussed in the future.
- **Lead** - No new cases in December
- **Maternal & Child Health** -Partnership with KCH to distribute mommy care packages.
- **Tobacco Prevention & Cessation** - 6 new clients - 4 ECW referrals (114 clients for the year 2022)
- **Drug Free Communities** - partnered with MVNU to complete Narcan education and distribution to 13 staff. Completed agreement with Fredericktown Local Schools regarding Narcan education. Distribution of responsibilities among the KSAAT coalition partners, working towards creating a 501c3 as the grant finalizes in September 2025. The Knox County Career Center has requested education to staff similar in nature to the partnership with Fredericktown Local Schools Jenn O'Hara, School Nurse will provide the necessary education, KPH will provide Narcan to trained staff via Project Dawn. See agenda item for approval.
- **Creating Healthy Communities** - Fredericktown Village approved the resolution for the Active Transportation Plan and the first reading of a resolution to adopt the Complete Streets Policy.
- **Other** - Staff completed and presented grant applications to United Way for Tobacco Cessation, Puberty and Hygiene and to continue the Senior Wellness Program. Looking to 2023 PHEN is working to strengthen collaboration with community partners and outreach efforts of prevention education, vaccines and more.

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

- **Knox County WIC initial caseload for December was maintained at 784** in spite of 30 categorical terms (Postpartum moms termed at 6 months; Children termed at 5 years; Breastfeeding moms termed at 1 year, per WIC policy). **Referrals** included “2” to the Mommy & Me Smoking Cessation program and “8” to the CHC (4 Adults, 0 infants, and 4 children).
- “Curb-side services” continue as our method of service for WIC participants during the month of December. Waivers are extended until mid-April, 2023. **More appointments have been conducted in person. Plans are being made to “open up” for all appointments sometime in the month of February (exact date to be determined).**
- Our breastfeeding initiation rate is no longer determined from COGNOS reports. State WIC is providing the breastfeeding stats each month. The percentages beginning in the new FY23 for WIC (October 1, 2022) are noticeably higher than in FY22. **The breastfeeding initiation rate for December 2022 is 83.24%.**
- **Additional Alternative Formulas (non-contract) may be purchased with the WIC card through February 28th, 2023. The anticipated goal is to return to WIC contract formulas and specialty formulas (standard sizes) beginning July 1, 2023.** Weekly calls between State WIC and local WIC programs continue.

- **Final redemption numbers for WIC Farmers' Market coupons for Knox County include \$2,580** in coupons redeemed at the Mount Vernon Farmers' Market and Apple Hill Orchards. .
- **Plans are underway for National Nutrition Month in March with the State theme of "Kids in the Kitchen Fuel the Fire."** We will be collaborating with the Snap-Ed Program Assistant, Tanner Cooper-Risser.

### **COMMUNITY HEALTH CENTER – Lane Belangia, CEO**

- The Covid Vaccine Expansion Funding (Jan to March 2023) grant application was submitted on 1-6-2023. The Service Area Competitive Application was accepted and approved by HRSA, funding will be finalizing the official announcement via a notice of award at some point in Feb 2023. This funds the health center for the next 3 years from march 2023. The next submission of relevance is going to be the annual UDS report due February 15<sup>th</sup> of this year.
- Clinically, we have hired a new Advanced Practice Nurse Midwife. She started on 1-9-2023. This is very exciting to offer preventative women's health because it will allow the health center to bring this service back into scope. Something we were instructed to remove from scope in 2021 after our last HRSA On-site visit.
- Both of our planned capital projects have begun in Danville, (finally) the awarded monies were announced in August of 2021. The projects should be completed in early spring of this year in plenty of time for the funding deadline of 2024. Look for ribbon cutting ceremonies to occur mid to late Spring 2023.
- While the strategy to slow down development of the health center is desired, the work we will embrace this year is unprecedented for both boards. I look to this board and the BOH to support our teams keeping the mission and vision we have worked so hard to develop at the forefront of where we decide to go this year.

### **COMMUNITY HEALTH CENTER –Deanar Sylvester, Clinical Director**

- **Immunization Clinic-** We currently have Monovalent and Bivalent doses available for all age groups ranging from 6 months of age to 5 years. Although we have seen a decrease in the number of vaccines administered, we are seeking opportunities to increase education to the community through advertising and communication.
- **New Providers-** Nurse Midwife Marie Gerecke, APRN started 1/9/23. Marie has over a decade of experience as a Nurse Midwife, previously working in Women's Health- outpatient clinic at the Cleveland Clinic Foundation. She will provide a variety of GYN services, consisting of, not limited to, annual wellness exams, preventative treatment and education to improve overall Women's Health, prenatal/ postnatal care, contraception treatment, and IUD insertion and removal. Susan Strack, APRN, Family Medicine Nurse Practitioner, will start on 2/6/23. She will primarily work out of the Walk in clinic, located at Foster's Pharmacy. She is currently employed with an Urgent Care facility located in Mansfield,
- **Current Medical Provider Schedule-** With several providers out for vacations, time off and an open position, there became a need to place more providers in our downtown locations as the demand for appointments continued to rise. We will have a medical provider in our main location to provide Primary Care services on 1-2 days per week.

**7. Executive Session**

At 7:45p.m. Dan Brinkman made a motion to enter into executive session for personnel. Barb Brenneman seconded the motion; on roll call the following voted in the affirmation: Jeff Harmer, Jason Whaley, Amanda Rogers, DVM, Dan Brinkman, Barb Brenneman, Eric Siekkinen, RPh, and Eric Helt; in the negative: none. The motion was approved

Zach Green, Joyce Frazee, Lane Belangia, Deanar Sylvester and Kristi Thomas were asked to stay.

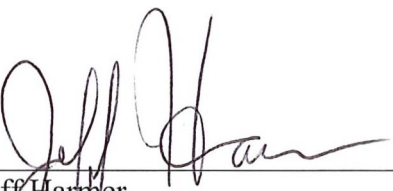
At 8:04p.m. Eric Siekkinen, RPh, made a motion to return to normal session. Jason Whaley seconded the motion. On roll call the following voted in the affirmation: Jeff Harmer, Jason Whaley, Amanda Rogers, DVM, Dan Brinkman, Barb Brenneman, Eric Siekkinen, RPh, and Eric Helt; in the negative: none. The motion was approved

Jason Whaley made a motion to approve the termination of Adam Proper, clinical supervisor, effective January 6, 2023. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

**8. Adjournment**

Being 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 8:06p.m.

  
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Jeff Harmer  
Board President

  
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Zach Green  
Health Commissioner