

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
Eric Helt	Joyce Frazee, Human Resource Director
Dan Brinkman	Lane Belangia, Community Health Center CEO
Diane Goodrich	Nate Overholt, Environmental Health Director, Zoom
Eric Siekkinen, RPh	Pam Palm, Communications Director/PIO
Barry George, MD	Cyndie Miller, WIC Director, Zoom
Barb Brenneman	Katie Hunter, Fiscal Director
Amanda Rogers, DVM	Deanar Sylvester, Clinical Director
	Ron Martinson, MD, Zoom
ABSENT	Kristi Thomas, Administrative Assistant
Jason Whaley, President Pro-Tem	
Tina Cockrell, PHEN Director	
GUEST	

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. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

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

Eric Helt made a motion to approve the minutes for February 15, 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. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

APPROVAL OF BILLS	
FUND	AMOUNT
801 - General Fund	41,497.62
805 - Swimming Pool Fund	80.00
806 - Food Service Fund	159.50
807 - Private Water Fund	1,600.00
808 - WIC Grant	1,218.27
809 - Sewage Program Fund	601.72
811 - Creating Healthy Communities Grant	33.31
812 - Public Hlth Emergency Preparedness Grant	40.65
813 - MCH/CFHS Grant	13.24
814 - Community Health Center Grant	242,643.23
820 - ODH Grants	7,556.04
830 - Drug Free Communities	3,285.00
Total	\$298,728.58
THEN & NOW	
801 - General Fund	24,555.12
812 - Public Hlth Emergency Preparedness Grant	40.65
814 - Community Health Center Grant	74,043.74
830-Drug Free Communities	400.00
Total	\$99,039.51

1.5. Public Participation - None

2. Hearing/Readings/Regulations

2.1. Approval of Household Sewage Treatment System Variance Application for B. Dean Purdy at 6875 Breece Road, Mount Vernon, OH 43050, Pleasant Township Parcel #59-02231.000 in order to allow the effluent pipe from a residence to go under an existing driveway to a new septic tank and effluent area and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a).

Amanda Rogers, DVM made a motion to approve the Household Sewage Treatment System Variance Application for B. Dean Purdy at 6875 Breece Road, Mount Vernon, OH 43050, Pleasant Township Parcel #59-02231.000 in order to allow the effluent pipe from a residence to go under an existing driveway to a new septic tank and effluent area and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a). Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

3. Special Reports

3.1. Board Report - None

3.2. Health Commissioner Report

Zach Green reported:

- Legislation Review:
 - House Bill 1, if passed, will impact our Levy funding with a 10% reduction.
 - Senate Bill 39, if passed, will give a tax exemption for baby products.
- The finance division and health center management team will be moving to the house on the Strang Glass property, on March 24, 2023. Green Valley Designs has a preliminary plan for the Strang Glass building and a meeting has been scheduled to get a better vision of what that plan is. The biggest challenge at this time for the agency is finding a Surveyor and Civil Engineer.

- Congratulations to Tami Ruhl, Creating Healthy Communities Grant Coordinator, for her hard work and dedication that lead to her achievement of the Environmental Sustainment Award at the Chamber of Commerce Annual Dinner and Awards Ceremony on March 10, 2023.

Barry George, MD entered the room at 6:38p.m.

4. New Business

4.1. Finance

4.1.1. Income and Expenses

Dan Brinkman made a motion to approve the Income and Expenses report. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

4.1.2. Approval of FY2024 budget.

Eric Helt made a motion to approve the FY2024 budget. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

4.1.3. Approval of resolution 2023-06 Transfer/Advances.

Eric Siekkinen, RPh, made a motion to approve Resolution 2023-06 Transfers/Advances. Amanda Rogers, DVM, seconded the motion; on roll call the following voted in the affirmative: Jeff Harmer, Barry George, MD, Eric Siekkinen, RPh, Dan Brinkman, Diane Goodrich, Barb Brenneman, Amanda Rogers, DVM and Eric Helt; in the negative: none. The motion was approved.

4.2. Personnel

4.2.1. Approve the hire of Mayre Newcomb, Environmental Health Specialist in Training. Effective May 15, 2023.

Eric Siekkinen, RPh, made a motion to approve the hire of Mayre Newcomb, Environmental Health Specialist in Training. Effective May 15, 2023. Barry George, MD, seconded the motion; in the negative: none. The motion was approved.

4.2.2. Approve the hire of Alyson Tucker, LPN, effective April 3, 2023.

Eric Siekkinen, RPh, made a motion to approve the hire of Alyson Tucker, LPN, effective April 3, 2023. Barry George, MD, seconded the motion; in the negative: none. The motion was approved.

4.2.3. Accept the resignation of Angela Shroyer, LPN, effective February 6, 2023.

Eric Siekkinen, RPh, made a motion to accept the resignation of Angela Shroyer, LPN, effective February 6, 2023. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.2.4. Accept the resignation of Nicole Bouchard, CMA, effective March 17, 2023.

Eric Siekkinen, RPh, made a motion to accept the resignation of Nicole Bouchard, CMA, effective March 17, 2023. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.3. Contracts

4.3.1. Approval of the Lease Agreement between New Directions and the Knox County Community Health Center for office space to offer behavioral health counseling services with a monetary value of \$500/month, not to exceed \$6,000/year, effective April 1, 2023 through March 31, 2024.

Eric Siekkinen, RPh, made a motion to approve the Lease Agreement between New Directions and the Knox County Community Health Center for office space to offer behavioral health counseling services with a monetary value of \$500/month, not to exceed \$6,000/year, effective April 1, 2023 through March 31, 2024. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.3.2. Approval of the Partnership Agreement with Kolacheez Coffee Bar for the bicycle-friendly business initiative, for no monetary exchange, effective March 1, 2023 until project completion, pending legal.

Eric Siekkinen, RPh, made a motion to approve the Partnership Agreement with Kolacheez Coffee Bar for the bicycle-friendly business initiative, for no monetary exchange, effective March 1, 2023 until project completion, pending legal. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.3.3. Approval of the Subaward Agreement with NACCHO for Wastewater Surveillance Mentorship Program, effective March 15, 2023 through July 31, 2023, not to exceed \$10,000, pending legal approval.

Eric Siekkinen, RPh, made a motion to approve the Subaward Agreement with NACCHO for Wastewater Surveillance Mentorship Program, effective March 15, 2023 through July 31, 2023, not to exceed \$10,000, pending legal approval. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.3.4. Approve the Lease Agreement with Holly Jackson for the rental of 200 square feet within the Danville Community Health Center, effective March 20, 2023 through February 29, 2024, with a monetary value of \$200 per month.

Eric Siekkinen, RPh, made a motion to approve the Lease Agreement with Holly Jackson for the rental of 200 square feet within the Danville Community Health Center, effective March 20, 2023 through February 29, 2024, with a monetary value of \$200 per month. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

4.4. Board Re-Organization

4.4.1. Election of Officers

Diane Goodrich made a motion to nominate Jeff Harmer as Board President and Jason Whaley as Board President Pro-Tem. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

4.4.2. Approval of Board of Health meeting schedule – Day and Time, April FY2023 – March FY2024.

Amanda Rogers, DVM, made a motion to approve the Board of Health meeting schedule; April FY2023-March FY2024. Meetings will be held on the third Wednesday of each month with a start time of 6:30p.m. Barry George, MD, seconded the motion; in the negative: none. The motion was approved.

4.4.3. Approval of Board of Health members' compensation per meeting and travel reimbursement.

Diane Goodrich made a motion to approve the Board of Health members' compensation of \$40 per meeting with no travel reimbursement. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

4.4.4. Approval of Board Committees: Workforce Development, Finance and Performance Management.

Jeff Harmer made a motion to table agenda item 4.4.4. until the next Board of Health meeting, April 19, 2023. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

4.4.5. Approval to establish a three-member ad hoc Board committee to investigate and propose approaches to local abatement of climate change. Such approaches should be specific and ones that are within the Mission and Vision of Knox Public Health. Of particular import is 'Our Vision to continue to be a leader in Public Health by addressing community issues through proactive and innovative solutions so that all residents may experience optimal health and a safe environment'.

Eric Helt made a motion to approve the establishment of a three-member Environmental Impact Taskforce to investigate and propose approaches to local abatement of environmental impacts. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

5. Board Approvals

5.1. Accept HRSA funding Notice of Award, H80CS30716-07-00 for Health Center Program in the amount of \$1,012,200.00 annually, for the project period 4-1-2023 to 3-31-2026.

Amanda Rogers, DVM, made a motion to accept the HRSA funding Notice of Award, H80CS30716-07-00 for Health Center Program in the amount of \$1,012,200.00 annually, for the project period 4-1-2023 to 3-31-2026. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

6. Board Information (Non-Action Items)

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

- Purchasing Partnership Agreement with The Ohio State Health Network for discounted purchasing with participating partners, effective March 1, 2023 and remains ongoing for no monetary exchange.
- Service Agreement with Fast Eddy's for ground maintenance services, effective March 1, 2023 through February 28, 2024 for \$1133.33 per month, not to exceed \$13,600.
- Renewal MOU with OSU for our Snap-Ed program, effective April 1, 2023 through March 31, 2024, for no monetary exchange.

6.2. Leadership Team

HEALTH COMMISSIONER - Zach Green

- District Advisory Committee (DAC) annual meeting scheduled for March 14th at 6pm.
- A process to establish a recommendation for re-election of board members at DAC meetings is being discussed.
- 2022 Annual Report Completed (copy in your BOH folder)
- The Board of Health reorganization is scheduled for this month.
- Epidemiological report was delivered in January; therefore, it will not be discussed at this month's board meeting & the calendar of operations will be revised accordingly.

- EPI contract with Licking County has been terminated
- A special thank you to Katie Hunter for her continued dedication to the 2024 budget, revising internal procedures as the division looks to move offsite, annual audit currently underway, and sustainability of day to day operations.
- Renovation of the main site nearly completed (one small area pending).
- Finalizing negotiations with insurance to recover lost operational funds.

HUMAN RESOURCES – Joyce Frazee, Director

- This month you will be asked to accept the resignation of Nicole Bouchard, CMA, effective March 15, 2023 and Angela Shroyer, LPN, effective February 6, 2023. Nicole chose to leave the medical field and took a position with another county agency to broaden her skillset. Angela resigned for personal reasons.
- You will be asked to approve the hire of Mayre Newcomb to fill the Environmental Health Specialist in Training position. Mayre will join the EH team after graduation in May.

FISCAL – Katie Hunter, Director

- Charles E. Harris completed our Hinkle Report on February 22nd and submitted it to the Auditor of State.
- The Finance Committee met to review the budget for fiscal year 2024. The board will be asked to approve the budget this month.
- Julian and Grube’s audit team were on site March 8th - 10th working on the Annual Audit for fiscal year 2022.

COMMUNICATION & MARKETING – Pam Palm, Public Information Officer

Recent communication efforts include:

- Promotion of Marie Gerecke, the new Certified Nurse Midwife in the Health Center, with a concentration on women’s health services; and KPH “programs that make a difference” in the monthly Town Money Saver;
- The weekly Shopper publication went to online only at the beginning of March; we are continuing to advertise on the front page for now with a reevaluation in June;
- o On-campus messaging to MVNU students to utilize the Walk-In Clinic and Moore Family Practice;
- Wear-Red Day to show support for the awareness of heart disease;
- Social media posts regarding whooping cough and childhood vaccines;
- Promotion of the Household Sewage Treatment Financial Assistance for failed sewage systems and availability of free fixed route on KAT - which includes a top at KPH/HC and is funded by KPH - on WMVO monthly radio program;
- New temporary signage at Danville Dental Clinic to indicate the change in hours; and at the Upper Gilchrist location to indicate after-hours admittance for counseling appointments.
- Creation of invitation to annual District Advisory Committee meeting;
- Comments for KnoxPages story on reduction in SNAP and Medicaid benefits;
- We are still transitioning the Knox Health website to the new virtual server. That process should be completed by mid-month. In the meantime, we are still trying to figure out how to make the links to purchase birth and death records online work with our new credit card processor. That should also be accomplished mid-month.

- We have made plans to participate in the First Friday events held in downtown Mount Vernon.
- Save-the-Date: There will be a ribbon-cutting and open-house to celebrate the renovation of the Danville Health Center Site

ENVIRONMENTAL HEALTH – Nate Overholt, RS, Director

- B. Dean Purdy has applied for a HSTS variance for 6875 Breece Road, Mount Vernon, OH 43050, Pleasant Township Parcel # 59-02231.000 to allow the pipe exiting the residence to go under the driveway where a new septic tank and treatment area will be installed. Due to the pipe running under the driveway, it does not meet the isolation distance requirements outlined in Ohio Administrative Code 3701-29-06(G)(3)(a) and will require a variance from the board of health.
- Correspondence from the Coshocton County Prosecutor Jason Givens was received by this office on March 2, 2023 regarding 18240 Nunda Road, Howard, OH 43028. Mr. Givens has given 30 days of receipt of the letter to the property owner to cap the septic tank until a new leach area is installed. Currently, the owner has had a certified soil scientist complete a soil evaluation and a site evaluation was completed by Registered Environmental Health Specialist Kyle Shackle. Any additional updates will be provided as received by Knox Public Health.

PUBLIC HEALTH EDUCATION AND NURSING – Tina Cockrell, Director

- Lisa Dudgeon, RN is officially certified as a Diabetes Prevention Program Lifestyle Coach. This will provide an opportunity for community education and prevention for individuals 18+. It can take up to two years to obtain CDC recognition. Documentation and recordkeeping will be key to obtaining CDC recognition. Knox County does not have a CDC recognized DPP program, the goal is to obtain this recognition.
- Tami Ruhl Creating Health Communities grant is partnering with Centerburg Kolacheez Coffee Bar to provide a cement patio area and encourage bike friendly access to the uptown community in Centerburg. This agreement is listed on the agenda for approval.
- David Hatley II received notification from NAACHO for a scholarship reimbursement for up to \$2,500 to complete education to receive Certified Infectious Control credential. The credential identifies healthcare professionals who have shown mastery in knowledge of infection prevention and control by sitting for and passing the certification exam.
- The Public Library of Mount Vernon & Knox County is excited to partner with the PHEN division of KPH for adult programming and education surrounding Lyme Disease Prevention, Nutrition, Senior Health and more. Additionally, a plan to increase knowledge of tick safety with parents and children will include the Tick Busters book on display at the Wolf Run Park Storybook Trail in the coming months. The books are changed each quarter.
- Expansion of the Narcan Project Dawn program partnership with Union County has been applied for and we are awaiting notice of award. This expansion would include installation of NaloxBoxes in up to 5 local organizations and medical waste. New legislation surrounding Naloxone removes the requirement to have a protocol in place; however, KPH will not be removing the protocol, only updating our protocol to reflect the new language. Additionally, BOH will be receiving information regarding procedures for medical waste as it relates to community disposal upon notification of award.
- The Children with Medical Handicap caseload continues to increase. Jess Parker is actively monitoring 211 families in Knox County who are eligible for this program. Resources and service coordination with specialists ensure the children and families have access to needed care.
- Senior Health and Wellness has had several positive outcomes from community members. One couple had a reverse mortgage, no heat or electricity. Natasha has worked with the couple to help manage

medications, get programming resources to get finances back in order. The couple has sold their house to a local company that will continue to allow them to live in their home and help maintain the property. Another client expressed he felt like he had been forgotten about until this program. His experience with Natasha and this program has regained his hope in life.

- PHEN will be excited to welcome Elisa Frazee back at the end of March as she returns from leave. Elisa will be trained as a CHW for pregnant moms under the Maternal Children Health grant to extend CHW opportunities for KPH.

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

- Knox County WIC initial caseload for January 2023 is 792. Referrals included “2” to the Mommy & Me Smoking Cessation program and “8” to the CHC (5 Adults, 0 infants, and 3 children).
- “Curb-side services” continues as our method of service for WIC participants during the month of February/March. WIC waivers are extended until August 9, 2023. Plans are being made to “open up” for all appointments later in the month of April. This will be in coordination with new health history forms developed by State WIC.
- Knox County WIC’s breastfeeding initiation rate for February 2023 is 82.3%, an increase from January’s initiation rate of 81.7%.
- Additional Alternative Formulas (non-contract) cannot be purchased with the WIC card effective March 1st, 2023. Some Enfamil products continue to be in limited supply on the shelves. One Call Now messages and Facebook posts have been used to communicate this information to our WIC participants. State WIC provided letters which were distributed to our local WIC vendors, medical providers, and local WIC program partners. Additionally, a voluntary recall for specific cans of Enfamil Prosoabee has further restricted soy formula availability for WIC families. Weekly calls between State WIC and local WIC programs continue with updates on the situation.
- National Nutritional Month is observed during the month of March. Our local program is collaborating with Snap-Ed Assistant, Tanner Cooper-Risser to provide educational videos with the theme, “Kids in the Kitchen – Fuel for the Future.” WIC staff, Catie Hayes, Jackie Stabile, and Megan Barclay participated in the recipe demos recorded by Tanner. These will be posted weekly during the month of March on our Knox County WIC – Ohio Facebook page. Participants that acknowledge the post or post pictures of their completed recipe will be included in a weekly drawing for prizes. A “Tasting Finale” is planned at the WIC clinic site on March 29th when prizes will be distributed, including colorful kid’s aprons and chef hats.

COMMUNITY HEALTH CENTER – Lane Belangia, CEO

Danville Updates:

- Vacancy for Dentist continues.
- Dental Clinic Plans being reviewed by the State of Ohio Dept of Commerce
- Danville Medical Clinic is scheduled to open in April/May 2023.
- Ribbon Cutting May 18th!! Keep your calendars open.
- Contract/Lease agreement on agenda to approve renting space in the current Danville Clinic to a local Reflexologist.

Strang Glass Property Update

- Moving Administration HC staff to home this coming Month

- Change in Scope through HRSA will be completed by CEO after the move is complete; all Administrative sites require authorization from HRSA
- Strang Glass Shop, in the planning and design phase, plans to begin operating this site in 2023 is the goal. Change in Scope needed for this location as well

Walk-in-clinic update

- The owners are remodeling the clinic this Month, making two additional rooms and changing the layout.
- New space for two providers to operate out of the clinic efficiently
- Brings two models of care into the clinic, can now see sick/acute and follow-up visits.
- Grant Opportunity
- Our Grant Writer is starting work on a new funding opportunity from HRSA to support early childhood development. This funding is a competitive grant and could bring a maximum of one-time funding at \$200,000 to the Health Center. The funds would be used to bring two new counselors, adding to our current count of 9 operating under the center. Screening and outreach to better identify physical developmental deficiencies is the target of the funding.

Dr. Martinson – CMO

- The health center is looking at their UDS (Uniform Data Service) report and aligning current resources to reflect the UDS measures.

7. Adjournment

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

The Board meeting adjourned at 7:36p.m.



Jeff Harmer
Board President



Zach Green
Health Commissioner

