

Co-Applicant Board Meeting  
 KCCHC Conference Room  
 December 20, 2023  
 11:30 a.m.  
*Minutes*

The Knox County Community Health Center Co-Applicant Board meeting was held at the Knox Public Health building and on a Zoom online platform. The following were in attendance:

<b>Board Members:</b>	<b>Knox County Public Health / Health Center:</b>
Hawkins, Todd, Treasurer	Belangia, Lane, CEO
Bailey, Kelly	Zach Green, Health Commissioner
Tazewell, Peg, Secretary	Gilley, Stacy, BH Supervisor
Burdette, Patricia	Frazee, Joyce, HR Director
Perkins-Jones, Lori	Khalil, Angie, Administrative Assistant
Hillier, Linda	Mantel, Shanea, Financial Analyst
White, Bruce	Martinson, Ron, Medical Director
Lenthe, Jim	Tucker, Aly, Clinical Supervisor
White, Bruce	Hulse, Aimee, Business Office Coordinator
Wythe, Mike, Pro-Tem	
<b>Absent:</b>	
Nixon, Jay, President	
	<b>Absent:</b>
<b>Guest:</b>	Sylvester, Deanar, QI/QA
Mason, Merri	Snyder, Nanette, Clinical Supervisor
Pennington, Brandi	

## **1. Convention**

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

The Meeting was called to order by Mike Wythe, at 11:34 am.

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

Lori Perkins Jones made a motion to approve the agenda. Lori Perkins Jones seconded the motion; in the negative; none. The motion was approved.

### **1.3. Approval of PREVIOUS BOARD MEETING November 15, 2023 KCCHC Board Minutes**

Jim Lenthe made a motion to approve the PREVIOUS BOARD MEETING November 15, 2023 KCCHC Board Minutes. Linda Hillier seconded the motion; in the negative; none. The motion was approved.

### **1.4. Public Participation**

Merri Mason was invited to join the Co – Application board meeting to observe. She has an interest in being a potential new Consumer board member. She states she currently resides in Pike Township.

## **2. Special Reports**

- **QI/QA – Deanar Sylvester**
- **Behavioral Health – Stacy Gilley**
- **Finance – Shanea Mantel**
- **CEO – Lane Belangia**
  - CIS - New Directions approved on 12/15/2023.
    - CEO reported he will be asking for approval to add to the scope of the health center which will include the addition of the New Directions counseling room where behavioral health services are provided from HRSA during next month's meeting.
  - CIS approved by HRSA for MVHC 12-15-2023
    - CEO reported the request for scope approval for 202 West Vine Street was received this month and the site will have to be operational within 120 days.
  - Dental Fees ODM
    - CEO reported that ODM has released the new fee schedule for 2024 and Medicaid is now reimbursing almost double for dental fees compared to 2023 rates.

- SRA
  - CEO reported the annual Medicare Security Risk Assessment has been completed with a few higher risk findings revolving around two factor authentication and the use of the HC's EMR. I will be working with IT & Quality to review and determine corrective action plans.
- Survey
  - CEO informed the board that a survey will be sent out asking the board's perception on their function, support given to the board, and your understanding of governance items to ensure training of value is developed this coming year.

**Spotlight - Brandi/Aly - Patient Story Outcome**

- Aly Tucker, Clinic Supervisor and Brandi Pennington, CNP presented a patient success story about a Mandarin speaking family who sought care in our Health Center. Key components of the story touched on various resources provided to the family as listed below. PowerPoint included in the Board folder.
  - Phen
  - Patient Navigator
  - Nurse Practitioner
  - Language Line
  - Immunizations

**3. New Business**

**3.1. Finance**

**3.1.1. Income and Expenses**

Discussion: *Shanea Mantel pointed out in her report the final calculations on the Capital Grant for the Danville Medical Center and Dental Clinic have been completed. At the project end there was a 16% in overage in costs in total, she reported the target for such a project is 25% or less.*

**3.2. Contracts**

**3.2.1.** Recommend the approval of renewal of personal services contract with John Cheek, DDS for dental services within the Knox County Community Health Center, effective January 1, 2024 through December 31, 2024 with a monetary value of \$100.00/hr not to exceed \$45,000/yr.

Bruce White made a motion to accept the approval of John Cheek, DDS for dental services from within the Knox County Community Health Center, effective January 1, 2024 through December 31, 2024 with a monetary value of \$100.00/hr not to exceed \$45,000/yr. Todd Hawkins seconded the motion; in the negative: none. The motion was approved.

**3.2.2** Recommend the approval of the renewal of personal services contract with Simona Moore, CNP, for provision of medical services as Certified Nurse Practitioner[KAI] within the Knox County Community Health Center with a monetary value of \$90/hour not to exceed

\$132,000/year not including the reimbursement of professional liability insurance effective January 1, 2024 through December 31, 2025.

Jim Lenthe made a motion to accept the approval of the renewal of personal services contract with Simona Moore, CNP, for provision of medical services as Certified Nurse Practitioner[KA2] within the Knox County Community Health Center with a monetary value of \$90/hour not to exceed \$132,000/year not including the reimbursement of professional liability insurance effective January 1, 2024 through December 31, 2025. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

Discussion: *The agenda had an incorrect date of December 1, 2024. The minutes have been corrected with the correct date of December 31, 2024.*

**3.2.3** Recommend the approval of the renewal of personal services contract with William Elder, MD, for provision of medical services within the Knox County Community Health Center 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 \$1,661.00/year effective January 1, 2024 through December 31, 2025.

Bruce White made a motion to accept the approval of the renewal of personal services contract with William Elder, MD, for provision of medical services within the Knox County Community Health Center 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 \$1,661.00/year effective January 1, 2024 through December 31, 2025. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

Discussion: *The agenda had an incorrect date of December 1, 2024. The minutes have been corrected with the correct date of December 31, 2024.*

**3.2.4** Recommend the approval of the renewal of the professional services contract with Knox Community Hospital (KCH) providing a Medical Director to the Knox County Community Health Center, effective January 1, 2024 through December 31, 2024 for \$1,250 quarterly.

Linda Hillier made a motion to accept the approval of the renewal of professional services contract with Knox Community Hospital (KCH) providing a Medical Director to the Knox County Community Health Center, effective January 1, 2024 through December 31, 2024 for \$1,250 quarterly. Peg Tazewell seconded the motion; in the negative: none. The motion was approved.

Discussion: *Bruce White stated he would like to recuse himself from voting and that he would excuse himself from the room if anyone wanted to have a discussion regarding the contract.*

**3.2.5** Recommend the approval of the termination of the contract with CareXM, LLC providing after hours coverage for health center patients, effective February 1, 2024.

Bruce White made a motion to accept the termination of the contract with CareXM, LLC providing after hours coverage for health center patients, effective February 1, 2024. Todd Hawkins seconded the motion; in the negative: none. The motion was approved.

*Discussion: CEO reported the health center will be going into contract with a new company to help cover Dental and BH services for after hour patient calls/ needs. Date changed to be effective Feb 1, 2024.*

### **3.3. Board Approvals**

**3.3.1.** Recommend the approval of the recreditaling and re-privileging to practice in the Knox County Community Health Center for Stacy Gilley, LISW-S, effective January 1, 2024 through December 31, 2025.

Jim Lenthe made a motion to accept the approval of the recreditaling and re-privileging to practice in the Knox County Community Health Center for Stacy Gilley, LISW-S, effective January 1, 2024 through December 31, 2025. Lori Perkins Jones seconded the motion; in the negative: none. The motion was approved.

**3.3.2.** Recommend the approval of the credentialing and granting of privileges to practice in the Knox County Community Health Center for Paige Cunningham, APRN-CNP, effective January 1, 2024 through December 31, 2025.

Lori Perkins Jones made a motion to accept the approval of the credentialing and granting of privileges to practice in the Knox County Community Health Center for Paige Cunningham, APRN-CNP, effective January 1, 2024 through December 31, 2025. Kelly Bailey seconded the motion; in the negative: none. The motion was approved.

*Discussion: Todd Hawkings asked what does this mean for the board to approve these providers? CEO, all employees and providers are vetted to ensure they are who they say they are, they are licensed to practice within each of their respective licensures in Ohio, and they have not been convicted of any crime that would impact their ability to work with patients. The QI/QA plan describes the documents each type of provider must have in order to be brought to the board for approval. The board is approving that all documentation is in order and therefore granting the provider the ability to practice within the health center. Each provider is granted this for a period of 2-years.*

### **3.4 Personnel**

- Hire of Todd Doyle, Information Technologist, effective December 4, 2023.
- Resignation of Eleanor Frost, LPN, effective January 12, 2024.

## **4. Board Information Non-Action Items**

### **4.1. CEO has signed:**

- Renewal Agreement with Knox Community Hospital to provide KPH'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 Transportation Service Contract with Knox Area Transit for third party scheduled rides at \$57.58/ hour or \$3.84/ mile, effective January 5, 2024 through December 31, 2024.

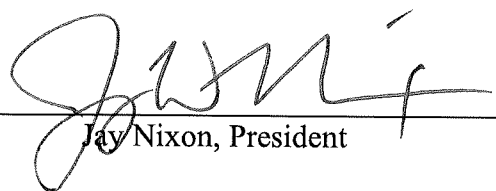
## 5. Knox Public Health Update

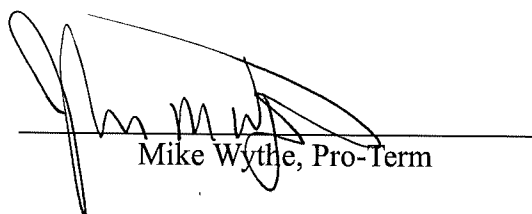
- Remodel at 202 W Vine St. is wrapping up. AEP is expected to install 400 amp service on Dec 27, 2023.
- KPH owns 7 structures to be demolished in the future
- Parking lots at the downtown Strang locations to be paved with an estimated cost of \$200,000 in 2024
- CEO would like to install a Natural Gas Generator at MVHC for heating and cooling and the center could be used as an emergency center in the event of a disaster.
- 5 year vision is to liquidate the main and move downtown. However with the growth on the east end of Mt. Vernon we may not close the main location.
- Immunization rates across Ohio are down for 2023.
- Unintentional drug overdose rates down.

## 6. Adjournment

Having no further business Jim Lenthe requested a motion be made to adjourn the meeting. Peg Tazewell seconded the motion: in the negative; none.

The meeting adjourned at 12:41 pm.

  
Jay Nixon, President

  
Mike Wythe, Pro-Term