



April 22, 2020

The Board of Health of the Knox County Health District held a regular meeting, remotely via Google Hangouts. The following were in attendance:

BOARD MEMBERS	STAFF
Eric Siekkinen, RPh, President	Julie Miller, Health Commissioner
Jeff Harmer, Pro-Tem	Joyce Frazee, Human Resource Supervisor
Amanda Rogers, DVM	Zach Green, Admin/Ops Director
Ron Moder	Lane Belangia, Community Health Center CEO
Barry George, MD	Cyndie Miller, WIC Director
Joe Porter	Pam Palm, Planning Education & Promotion Director
Lee Rhoades	
Diane Goodrich	GUESTS
Barb Brenneman	Larry DiGiovani, Mount Vernon News
	Wesley Boston, WNZR Radio
ABSENT	
Katie Hunter, Fiscal Coordinator	
Nate Overholt, Environmental Health Director	

1. Convention

1.1. Call to Order

Eric Siekkinen, RPh called the meeting to order at 6:36 p.m.

1.2. Acceptance of Agenda

Amanda Rogers, DVM 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 March 25, 2020 Board of Health meeting.

The minutes of the regular meeting held, March 25, 2020 were reviewed and accepted. Jeff Harmer made a motion to approve the minutes. Joe Porter seconded the motion; in the negative: none. The motion was approved.

1.3. Approval of Bills

Ron Moder made a motion the accounts payable be approved and payment authorized with the itemized list becoming by reference a part of the minutes. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

FUND	AMOUNT
801 - General Fund	40,745.21
805 - Swimming Pool Fund	1.06
806 - Food Service Fund	6,862.43
807 - Private Water Fund	803.86
808 - WIC Grant	335.19
809 - Sewage Program Fund	556.69
811 - Creating Healthy Communities Grant	419.52
812 - Public Hlth Emergency Preparedness Grant	2,980.90
813 - MCH/CFHS Grant	29.68
814 - Community Health Center Grant	41,133.48
830 - Drug Free Communities	810.50
Total	\$94,678.52

THEN & NOW

801 - General Fund	2,800.81
814 - Community Health Center Grant	7,307.78
Total	\$10,108.59

1.5. Public Participation - None

2. Hearing/Reading/Regulations - None

3. Special Report

3.1 Board Report

Board President Eric Siekkinen acknowledged all public health employees for the great work they are doing during the COVID-19 pandemic.

3.2. Leadership Report

ADMINISTRATIVE SERVICES & OPERATIONS- Zach Green, Director

Accreditation

Due to Covid-19, the remaining one-on-one check in's between the Accreditation Coordinator and Domain Leaders have been moved to the end of May. We were able to complete two check-ins via phone. The Strategic Impact Team is scheduled to meet this Thursday to review the new training Carmen designed for staff. The training is comprehensive, covering Accreditation, Quality Improvement and Performance Management. It is meant to be interactive to keep staff engaged and interested in the process. The Strategic Impact Team is also working on "Performance Management at Home", small activities that staff can do while working from home to help keep them engaged in the PM/QI process. First quarter Performance Metric data is available and is currently being imported into Clear Impact and available 1st Quarter data for the agency is included in your board packet.

Facility/Maintenance

Kurt Goodenberger with SoL Harris/Day feasibility & renovation cost report has been completed. Once COVID19 response efforts decrease, a meeting with the facilities team will be scheduled to discuss the information.

Fiscal

The permanent appropriations and 2020 budget were approved by the County Auditor's office the beginning of April. The Finance Committee will be meeting in September of 2020 to start working on permanent appropriations for 2021. With the Covid-19 situation fiscal staff has been working remotely and continuing to make sure all tasks are completed by their deadlines. We are continuing to work on the AFR and have it completed no later than mid-May.

Public Health Emergency Preparedness (PHEP)

Over the last month PHEP deliverables have been placed aside to focus attention on COVID-19. The Emergency Preparedness Coordinator (EPC) has been working out of the EOC to support the needs of the community. The EPC has been acting as Logistic Manager for EOC operations. Primary focus has been identifying locations that can be utilized as quarantine and isolation sites. Currently, there are six (6) quarantine/isolation sites throughout Knox County. The EPC is coordinating activities for the quarantine/isolation sites. The creation of a quarantine/isolation plan has been completed. The plan should be approved without issue and added to the ERP. In addition to COVID-19 duties a survey from the Ohio Department of Health (ODH) has been completed. The survey will serve as evidence for PHEP deliverables 3.1 (COOP Planning), 4.1 (Whole Community Workbook) and 7.3/7.4 (Epidemiology Meetings with ODH). Lastly, the community outbreak report has been submitted for ODH approval..

Vital Statistics

With the closing of the BMVs we have seen a drastic drop in birth certificate requests. We still do a handful each day, most for insurance or unemployment purposes, as well as CDL renewals. Death certificates remain steady. We have reached out to all the local funeral homes and encouraged them to email us certificates and requests ahead of time. We call them when the certificates are ready and a quick exchange is made at our door to cut down on exposure. We also encourage those calling about birth certificates to give us the information and pay with their credit card over the phone, and we then mail the certificates to them. This works about 25% of the time, most claim they need the certificate 'immediately' and therefore want to walk in.

All paper logs sheets have been made electronic in spreadsheet format. This has cut our time to generate month end statistics from 3 to 4 hours to literally 5 minutes. We can also easily find previous issues of a certificate, since we can now electronically search instead of manually looking through paper records. Carmen and Brett will be exploring other possible data points we can use now that it is easy to generate statistics.

Fiscal Coordinator Report – Katie Hunter

See below

KNOX COUNTY GENERAL HEALTH DISTRICT BUDGET HIGHLIGHTS March 31, 2020									
	March Revenue			March Expense			March Cash Balance		
	2020	2019	2018	2020	2019	2018	2020	2019	2018
District Health Fund									
801 - District Health Fund*	78,457.95	54,948.92	104,200.51	154,388.35	198,026.92	141,129.71	1,709,966.32	946,018.82	1,031,924.63
Environmental Health Restricted Funds									
805 - Swimming Pool Fund	0.00	0.00	0.00	184.33	481.72	211.88	1,392.56	3,825.16	5,533.25
806 - Food Service Fund	40,539.50	41,466.50	52,867.50	21,591.34	29,601.80	23,684.25	115,488.59	77,903.54	87,055.32
807 - Private Water Fund	3,541.60	4,239.00	4,435.48	4,262.46	5,634.15	7,546.45	6,614.73	3.36	1,289.91
809 - Sewage Program Fund	5,974.00	3,999.00	6,967.00	7,014.78	8,104.75	7,868.91	7,509.51	6,395.78	34,653.77
810 - RV Park/Camp Fund	0.00	0.00	0.00	209.62	4.48	149.40	6,451.33	132.45	2,793.16
Subtotal	50,055.10	49,704.50	64,269.98	33,262.53	43,826.90	39,460.89	137,456.72	88,260.29	131,325.41
Special Revenue Funds									
803 - Home Health Fund	0.00	35,361.43	33,870.62	0.00	45,963.00	49,364.36	0.00	794,715.86	727,248.70
819 - Solid Waste Fund	8,955.71	8,911.16	0.00	1,136.79	5,298.57	3,989.72	10,498.20	15,675.37	10,539.56
Subtotal	8,955.71	44,272.59	33,870.62	1,136.79	51,261.57	53,354.08	10,498.20	810,391.23	737,788.26
Grant Funds									
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	20,769.59	21,122.91	19,978.13	20,951.66	30,645.10	28,752.69	24,207.73	4,547.60	17,790.40
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	6,600.17	5,761.14	5,653.78	6,851.30	9,134.96	8,347.65	32,605.23	27,914.82	13,458.45
812 - PHEP Grant Fund FY July 1 - June 30	7,857.15	6,226.42	0.00	7,856.18	7,858.32	9,106.80	11,985.72	8,700.91	26,657.90
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	50.00	1,076.15	3,875.29	2,154.89	2,273.55	5,341.26	52,431.85	62,827.04	23,735.92
814 - Community Health Center Grant FY April 1 - Mar 31	153,590.40	133,997.96	66,430.03	143,509.94	172,413.11	198,058.01	28,918.25	8,161.30	80,273.42
830 - Drug Free Communities FY Oct. 1 - Sept. 30	5,368.11	10,748.33	9,830.05	6,028.61	10,855.03	12,623.87	4,147.31	4,465.69	2,649.46
Subtotal	194,235.42	178,932.91	105,767.28	187,352.58	233,180.07	262,230.28	154,296.09	116,617.36	164,565.55
TOTAL ALL FUNDS	331,704.18	327,858.92	308,108.39	376,140.25	526,295.46	496,174.96	2,012,217.33	1,961,287.70	2,065,603.85

*Includes Health Levy, Political Subsidies, Vital Statistics, CMH, Safe Communities, TUPC Grant, United Way Grants.

HUMAN RESOURCES – Joyce Frazee, Human Resource Supervisor

Bailie Miller is working remotely and continues to make sure all assigned HR tasks are completed by their deadlines. I am working remotely the majority of the time and work onsite as needed. I continue to stay aware of workforce policies that have been approved through legislation and signed into law because of COVID-19 and how they pertain to our staff. During this time every effort is being made to ensure staff they are a priority and are important to this agency.

I am reviewing the Personal Policy Manual and making updates as needed. If there are major changes to the manual they will be sent to the Workforce Committee for review and discussion prior to the May meeting. At this time there have not been any major changes to the policies; mostly updating Knox County Health Department to Knox Public Health.

Last month I mentioned in my report that you would be asked to approve the hiring of a new administrative assistant, however, due to the COVID-19 situation we have decided to postpone onboarding a new employee in the Admin & Operations division at this time.

Knox Public Health (KPH) and Knox Community Hospital (KCH) are partnering to coordinate a database of volunteer healthcare providers. The database will be utilized during the COVID-19 pandemic. At this time the priority for KCH, should they have a surge and have maxed out the use of KCH nurses, will be for nurses with ICU and ventilator experience and the second priority for KCH is nurses who are able to work a medical-surgical floor. I am collecting volunteer applications through info@knoxhealth.com and their names are placed on a volunteer list. I am calling all of the volunteers to assess their confidence level to determine with them where they feel they would be most comfortable as a volunteer. If there is a need to utilize volunteers they will be scheduled to attend the training classes for hospital based care through KCH. The volunteer application form can be found on our website @ www.knoxhealth.com.

ENVIRONMENTAL HEALTH – Nate Overholt, R.S., Director

The environmental health division still remains busy during the Covid-19 pandemic. Roles and responsibilities have changed. Since the Director's Stay at Home Order on March 22, 2020, five sanitarians have been working from their home and administrative assistant Cathy Miller has worked in the office a few days a week in order to assist with permits and phone calls. Sanitarians are following up on business complaints as it relates to licensed facilities, completing sewage site evaluations, final sewage installation inspections, water samples for new private water systems, perform inspections on mobile food service operations, along with trying to handle as many emails and phone calls from their residence. We have been holding daily zoom meetings in order to keep everyone informed and to have conversations as it relates to specific items. It has been a challenge, but we are adjusting as best we can to continue our operations while staying at home.

Since the Stay at home order was first issued on March 22, 2020, we have had applications for 10 sewage site evaluations, nine sewage permits and seven private water systems permits. At this time, we have decided to limit MASI laboratories to one day a week pick-up for water samples. Samples are now picked up on Friday mornings, with the samples stored in a cooler in the foyer for the driver to pick up without entering the facility.

Health Commissioner Julie Miller and Environmental Health Director Nate Overholt have been working with the Ohio Department of Health and Knox County Prosecutor Chip McConville in determining what constitutes if a business is considered essential. Throughout the process, the opinion of what is an essential business is different throughout the state. Due to all the different opinions, a dispute resolution committee was put together by Governor Mike DeWine. This committee is responsible for making a decision on a dispute between jurisdictions for essential or non-essential businesses. Hopefully, this process will allow for continuity throughout the state in the determination of an essential business.

The Ohio Department of Health put out a memorandum on April 2, 2020 regarding the licensing period for public swimming pools and campground facilities. The memo stated that recent legislation did not allow for facilities to have to wait to apply and pay for their license, even though the facilities are required to be closed at this time. A late fee would not be charged for these facilities if they came in after April 30, 2020, nor would a late fee be charged for a fee provided up to 90 days after the order has been lifted or December 1, 2020, whichever date comes first. Therefore, applications and a copy of the memorandum from ODH have been sent out to the public swimming pools and campgrounds in Knox County.

PLANNING EDUCATION & PROMOTION – Pam Palm, Director

While most of the PEP staff is working from home, the staff is busy with grants and other public health work. Mike Whitaker, with input from the PEP staff, puts together the daily COVID-19 Community Updates which is email to around 250 people.

There were seven new cessation clients in March. We have a total of 26 so far this year. While Mike Whitaker has been working at home, he has been conducting follow up and reminder calls with current clients. Clients stop by the agency to pick up nicotine replacement patches.

The COVID-19 outbreak and the presence information on our website, have definitely increased traffic to the website. Google Analytics indicate 10,378 unique visitors to knoxhealth.com participating in 18,569 sessions in March. The Top Five Pages Visited and # of Visitors in March:

1.) COVID-19 (15,434); 2.) Main (9,930); 3.) KCCHC (474); 4.) Index (391); 5.) Staff Directory (348)

The agency's Google Business Page had 6.13K views/124K impressions to KPH website

In the past six weeks, Health Commissioner Julie Miller has hosted 18 Facebook Live Events. This included an evening presentation for the Fredericktown community in response to a quarantined MVNU student which attracted nearly 10,500 views. A press conference at East Knox Schools on March 17 following the positive test of an EK teacher, who lives in Coshocton County, attracted nearly 3,500 views. Most of the noon presentations attract an average of 5,000 views – this includes views during the actual event and the views we get once the video is posted afterward. The agency Facebook page has gained nearly 2,000 new page followers. We gained over 500 followers on March 16 reflective of posts on testing criteria, the closing of bars and restaurants, the need to stay home if sick.

Tami Ruhl attended the Centerburg Village Council meeting in March to present Creating Healthy Communities grant updates and resources to elected officials and community stakeholders. This is one of several presentations that she has conducted over the past two months. Creating Healthy Communities has contracted with Toole Design, a national landscape architecture company that specializes in developing and planning “active liveable” spaces for communities. Knox County has been assigned a Regional Outreach Coordinator (ROC) from Toole Design. This person is available to assist with Complete Streets Policies, Active Transportation Master Planning, and more for the county. Tami also represented the Get Healthy Knox County Coalition at the Delta Kappa Gamma meeting in March promoting the coalition’s mission and current projects.

Tina Cockrell who coordinates the Drug Free Communities Grant reports that April is Alcohol Awareness Month and according to local reports, alcohol sales have increased dramatically. Ohioans can now order alcoholic drinks to go – for carry-out. Overdose calls have also increased; there was OD death last week, a female in her 20s. A consortium of local agencies has organized to submit a HRSA grant that deals with rural opioid response. Afet Kilinc, director at the Freedom Center, is compiling proposals on how the money will be allocated if the grant is received. For the DFC portion, we have discussed an additional 24/7 drug box in Danville/Centerburg (depending on law enforcement buy-in) and writing a proposal to increase access to naloxone.

Due to the Stay at Home order and an emphasis on social distancing, several support groups are now providing online resources, Merit Court and Municipal Court are now meeting with clients via private Facebook groups and GoToMeeting. Riverside Recovery is offering confidential group Zoom meetings. Resources are listed online at <http://www.ksaat.org/covid-19-resources.html>. For the DFC Teen Advisory Council members, Tina keeps in touch via text, checking on mental health status and youth concerns; the group has meet via Zoom. The “We Are the Majority Rally” in Columbus has moved to a virtual rally that will be held on May 15.

The Stay at Home state order has definitely reduced vehicle traffic. Elisa Frazee with the Safe Communities grant reports that while there have been the same number of traffic fatalities for Knox County as this time last year (2), there has been a decrease in traffic accidents (165 this year, 207 last year) and a decrease in traffic stops (520 this year, 832 last year).

The Hygiene Packets assembled for area students have become a resource for hand-sanitizer. Mount Vernon Fire Department staff removed approximately 500 bottles of hand-sanitizer from the packets for distribution to FD staff and individuals they encounter during emergency runs.

PUBLIC HEALTH OUTREACH – Lisa Dudgeon, Supervisor

CMH visits have continued via telephone 2-3 days/week

PHO nurses covering COVID 19 medical question call line and monitoring contacts of positive COVID 19 cases as well as travelers that we are notified about. Nurse’s schedules are on rotation.

WIC, Cyndie Miller, R.D., L.D. WIC Director

Caseload was 869 participants for March (an increase of 15)!!! Referrals included 4 to the Mommy & Me Smoking Cessation program and 32 to the CHC (0 Adults, 1 infant, and 31 children).

59 of the 266 infants (22.2 %) currently receiving WIC benefits are certified with a risk code designated as “born early” (includes infants born less than 39 weeks gestation). Three of 88 prenatal participants are 17 years old or less (3.4%).

As the COVID-19 pandemic was developing during the month of March, WIC was determined to be an essential service, as defined at the federal state, and ODH levels with the expectation that WIC would be open for business. Adjustments were made in the functioning of our clinic for the safety of staff and WIC participants. At first, we moved our anthropometric and Hgb testing to the Breastfeeding Peer Office to reduce the exposure of our participants to the CHC clinic area. We limited our participants to using only the waiting room located at the entrance of the building. Beginning 3/24/20, we began “curbside service.” Participants called the WIC telephone number upon arrival to the parking lot. Staff obtained the WIC Nutrition Card with a gloved hand; and, intake information and health histories were obtained verbally by telephone. Foods were loaded onto the card and returned by a staff member with a gloved hand.

The number of staff was reduced and rotated during the week. Shortages of formula, bread, cereal, pasta, milk, and eggs were reported by participants due to widespread hoarding of these items.

Our breastfeeding peer helper began working from home, providing breastfeeding support by telephone and private Facebook messaging, upon request. HP’s and our BFP received updated COVID-19 information for breastfeeding mother and how to breastfeed safely with COVID-19. Heidi also completed several webinar trainings on this topic while working from home.

Several waivers were obtained to allow these changes to occur:

Waiver of Physical Presence, Waiver of Bloodwork/Anthropometric requirements; Waiver for food flexibilities for milk, eggs, and bread (due to shortages reported in the stores for certain WIC authorized foods); Waiver to postpone proof of residency, proof of income, identity, etc.; Waiver of the in-person nutrition assessment requirement; Waiver of participant signature requirement of consent of rights and responsibilities and allow for WIC staff to sign on participant’s behalf to attest these rights and responsibilities were provided verbally; Waiver on minimum stocking requirement for contracts with Vendors beginning July 1, 2020; Waiver of separation of duties requirements (allowing one WIC staff to determine eligibility for all certification criteria and issue WNC *benefits* for the same participant).

One Call Messaging proved invaluable in communicating these quickly evolving situations of our WIC services. We were very fortunate to have this service to communicate quickly and effectively with all of our participants and, specifically, with our breastfeeding moms and Danville-site participants.

Due to the COVID-19 pandemic, National Nutrition Month and the Open House for Knox County WIC Milk Drop se activities were canceled. We hope to reschedule our Open House at a later date.

I would like to publicly thank all of our WIC staff for making all of these necessary adjustments with grace and determination to serve both our WIC participants and co-workers. It hasn’t been easy, but I am grateful to have a staff that steps up, time and again. We jokingly call it “The WIC Way.” And COVID-19 has certainly highlighted their efforts.

COMMUNITY HEALTH CENTER – Lane Belangia, CEO
Co-Applicant Board Report April 2020

Grant: Two new NOAs were received for the Covid-19 pandemic overtaking our state and country in the past three weeks. The first is for \$53,839.00 for Preventing, Preparing, and the Response to the Covid-19 outbreak. These funds are to be spent in our basic response to the outbreak, our ability to better prepare, and also costs associated with response. Mostly, our allocation of this award will be in the preparation category as we have been mandated to social distance and many of our services have been halted or reduced greatly. The second NOA related to Covid-19 was received on 4-8-2020 for the amount of \$572,135.00 as part of the Federal Stimulus Legislation approved the first week of April. The C.A.R.E.S award stands for Coronavirus Aid, Relief, and Economic Security. This award is meant to be more flexible with allowances of spending compared to the first Covid-19 award. The language in the funding opportunity speaks to sustaining operations, enhancing or growing services, and support related to reduced revenue experienced because of the Covid-19 implications.

Fiscal: The Health Center Grant Year 2020/2021 did reset and the center was awarded 75% of our total fund amount. Since the passage of the CARES bill, the remaining 25% is also now funded giving the center full funds to operate for the budget year 2020/2021. The month of March saw a slightly better than average month in revenue but, with almost 50% reduction in patient numbers for the current month, we know the months to come will be seen with lower than average revenue.

Supplemental Funding: No new supplemental funding known at this time. The above mentioned NOAs are separate grants and not part of the Health Center Main Grant. These are “one-time funding awards”.

Grant Management: The grant-required dates for fiscal reports and submissions previously due in July, have been delayed due to Covid-19. We plan to work on these projects as scheduled so they are complete and ready to submit when the new dates are determined.

Co-Applicant Board Compliance: The Community Health Center co-applicant board will have several agenda items this month for approval. These are all required approval items the board needs to be aware of. They include the following:

KCCHC No-Show Policy, KCCHC Telehealth Policy KCCHC Complaint & Grievance Policy

Board Governance: The Co-applicant Board will be performed “virtually” this month. Most health centers have the ability to meet over the phone and vote with email at any meeting.

CEO Update: The response and hours spent on Covid-19 have been most of what I have been occupying my time with along with all of the center staff and Health Department these past weeks. (Feels more like months).

We have strategized daily and at times hourly, on how we can function to meet patient need, sustain operations, protect staff working on-site and at home, and those unable to work. Telehealth has overtaken us as the main way to treat medical and behavioral health patients. Most pains with this new platform have been felt by our providers as they are used to a normal routine of providing their services face to face. Many comments from patients or providers about patients have led me to believe we have a very resilient patient population. The patients seem to welcome the new change. Much of the restrictions related to tele-health were lifted with the outbreak, freeing our providers to contact patients in many ways. We have mostly used telephone calling to contact our patients as the face to face platforms available to use have not fared well with the overuse of the broadband infrastructure.

Both medical providers are working from home and the Danville nurses and CMAs are working from the Mount Vernon Site. This temporary “solution” to not provide in-person services in Danville does not require HRSA approval due to Covid-19. All behavioral health providers are calling their clients daily and are seeing normal sized schedules each day. Dental has been impacted the most. We are currently operating with our Dentist and one chair assistant on Tuesday’s and Thursday’s for emergency procedures and to divert un-needed visits to our local hospital ER and Urgent Care. We are evaluating the sustainability of this type of operation weekly. Due to the nature of what dentistry does and the high risk it has for the staff and patients, all hygiene has been stopped along with non-emergent care. All practices have followed suite with the recommendations to stop practice in this area as well. At this time we feel it is important to stay open for the few patients we are seeing.

Our PPE supply is holding and we have a good amount of items in stock to sustain operations. As part of the FQHC network, we receive many offers to attain additional PPE at little to no cost during this outbreak time.

The outlook for the center in the short term is much better with the recent awards. While we have not seen a large response to need in this community, nationally health centers are being called to be at the forefront of meeting the outbreak with rapid and progressive response to this outbreak. Many are being linked to local health departments and establishing emergency response plans with their new partners in public health. We are one of the few (less than 5% of 1,400 health center awardees) embedded in the health department and extremely lucky to be so at this time. Many thanks to the Public Health Nurses dealing with the Knox outbreak, the Health Commissioner for educating us all on what the outbreak means and steering us in the proper direction, and to the staff of the health center for being very flexible with the constant barrage of changes each day. Special thanks to my supervisor team as they rotate one day a week in the Health Center while managing from afar in their home offices all of the other days.

3.3. Health Commissioner

HEALTH COMMISSIONER REPORT – Julie Miller, R.N., M.S.N

Board members received the first quarter agency statistics report in the board packets. Julie pointed out 15% of the moms reported they smoked during pregnancy which is also associated with low-birth rate and that general services statistical data was down due to the current COVID-19 situation. Julie asked if any of the board members had any questions on any of the statistical data.

Eric Siekkinen asked what gastrointestinal infections (GI) were included in the category. Julie replied: E. coli, Salmonella, Shigella, Campylobacter, etc.; common GI infections.

COVID update:

- We are doing our best to take care of the employees. Staff continues to stay busy and many are working from home or rotating in and out of the office. For staff that are unable to work a full eighty hours a pay they have been given paid time off. Zach, Katie and Joyce are closely watching the hours being used as well as watching the budget.
- Nate and the environmental staff are helping to address public concerns and complaints. If several complaints come in for the same issue staff is inspecting the situation. Many of the complaints regard several businesses not following protocol or non-essential business continuing to offer their services.
- The call line used to triage people with symptoms has helped to keep folks out of the emergency department or urgent care.

- Many quarantine and isolation sites have been secured; Memorandum of Understandings for the newest locations is on the agenda for board approval.
- We have received 50 swab kits which will be used for “hotspots” (ex. Jail or assisted living facilities). Most of the testing is being done at Knox Community Hospital.
- I will be participating in a phone conference to discuss financing public health. The current health crisis has brought light to the fact that Ohio has poorly funded public health. Governor DeWine was appalled when the data showed that Ohio was among the bottom of the list.
- The leadership team will be meeting to plan for a partial re-opening of our services and bring staff back into the building May 4.

COVID Response:

- Your employees, including me, have done a tremendous job of doing their work even if in a limited capacity and hanging in there through this new environment in which we live. We are getting tired of it - like the majority of the public - and are ready to get back to work. That being said, we are meeting again today via Zoom and I will inform the employees that another 80 hours of PTO will be added to their leave accounts.
- Related to the leave issue I have started an internal "recovery" discussion with Leadership and other team members. This discussion will ultimately lead to planning about how to get all employees back to work and what does work look like now that many can work off-site and that tele-health appears to have been a success.
- A community Recovery committee is working on plans for re-opening as well and I am involved with those discussions.
- Our Covid Call line remains open and continues to take calls related to medical and other questions. The hospital administration, first responder partners and I feel this call line has done a tremendous job in keeping sick people home - some of those who have/are most likely Covid positive. I am proud of this effort and the staff who have weathered this duty which can be very trying.
- A few of our nurses have volunteered to respond to KCH to assist should they have a surge and have attended training to get them up to speed on the technology, EMR and KCH protocols. I am grateful to those that have volunteered.
- We are planning to begin offering testing opportunities to our long term care, DD, and county jail facilities. KPH has received swab kits in order to provide this service to our partners most at risk. A survey has gone out to LTC and we will base our actions on the survey response
- I'm sure you are following the data on our Covid cases so I won't repeat them. I encourage all of you to never hesitate to reach out if you have questions about anything related to this response.

Agency Update:

- Joyce has coordinated our efforts to meet electronically next Tuesday. Please let Joyce or I know if you cannot participate.
- One of the agenda items, if we have the majority of members participating, will be to review the idea of changing the date/time of our Board meetings. I have asked on behalf of the Leadership Team to move the meeting to an earlier time whether early morning, at lunch time or earlier in the evening. We would appreciate your consideration.
- Also on the agenda and sent to you are the quarterly statistics that Carmen provides to us. I would like to have a bit of discussion on the stats so that a conversation about them can be documented.

That's it for now. Please stay healthy, stay safe and stay home for just a bit longer.

4. Old Business

4.1. Approval of Board of Health meeting schedule – Day and Time. (January through November & December FY2020.

Jeff Harmer made a motion to approve Board of Health meeting schedule – day and time. January through October will be held the fourth Wednesday each month start time @ 6:30 p.m. November & December board meetings will be held the third Wednesday each month start time @ 6:30 p.m. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

5. New Business

5.1. Finance

5.1.1. Income and Expense

Jeff Harmer made a motion to approve the income and expense report. Barb Brenneeman seconded the motion; in the negative: none. The motion was approved.

KNOX COUNTY GENERAL HEALTH DISTRICT RECEIPT & EXPENDITURE SUMMARY REPORT MARCH 31, 2020							
FUND NAME	JAN. 1, 2020 BALANCE	MARCH REVENUE	YEAR-TO-DATE REVENUE	MARCH EXPEND.	YEAR-TO-DATE EXPEND.	MARCH 31, 2020 BALANCE	
District Health Fund							
801 - District Health Fund*	1,429,804.70	78,457.95	857,272.23	154,388.35	577,110.61	1,709,966.32	
Environmental Health Restricted Funds							
805 - Swimming Pool Fund	2,147.43	0.00	0.00	184.33	754.87	1,392.56	
806 - Food Service Fund	17,400.58	40,539.50	155,911.50	21,591.34	57,823.49	115,488.59	
807 - Private Water Fund	1,248.29	3,541.60	19,101.79	4,262.46	13,735.35	6,614.73	
809 - Sewage Program Fund	6,580.70	5,974.00	22,426.00	7,014.78	21,497.19	7,509.51	
810 - RV Park/Camp Fund	18.98	0.00	7,000.00	209.62	567.65	6,451.33	
Subtotal	27,395.98	50,055.10	204,439.29	33,262.53	94,378.55	137,456.72	
Special Revenue Funds							
819 - Solid Waste Fund	300.04	8,955.71	25,902.56	1,136.79	15,704.40	10,498.20	
Subtotal	300.04	8,955.71	25,902.56	1,136.79	15,704.40	10,498.20	
Grant Funds							
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	21,387.79	20,769.59	72,750.74	20,951.66	69,930.80	24,207.73	
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	19,506.39	6,600.17	37,462.66	6,851.30	24,363.82	32,605.23	
812 - PHEP Grant Fund FY July 1 - June 30	7,876.33	7,857.15	22,088.98	7,856.18	17,979.59	11,985.72	
813 - MCH/MO2 Grant Fund FY Oct. 1 - Sept. 30	59,943.78	50.00	150.00	2,154.89	7,661.93	52,431.85	
814 - Community Health Center Grant FY April 1 - Mar 3	60,089.46	153,590.40	499,997.69	143,509.94	531,168.90	28,918.25	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	4,319.88	5,368.11	28,193.98	6,028.61	28,366.55	4,147.31	
Subtotal	173,123.63	194,235.42	660,644.05	187,352.58	679,471.59	154,296.09	
TOTAL ALL FUNDS	1,630,624.35	331,704.18	1,748,258.13	376,140.25	1,366,665.15	2,012,217.33	

*Includes Health Levy, Political Subsidies, Vital Statistics, CMH, Safe Communities, TUPC Grant, United Way Grants.

5.2. Personnel – NONE

5.3. Contracts

5.3.1. Approve MOU with The Fredericktown Church of the Nazarene to serve as a quarantine location, if necessary, effective March 30, 2020 and remains ongoing.

Amanda Rogers, DVM made a motion to approve MOU with The Fredericktown Church of the Nazarene to serve as a quarantine location, if necessary, effective March 30, 2020 and remains ongoing. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

5.3.2. Approval of MOU with The Winter Sanctuary to serve as a quarantine location, if necessary, effective April 1, 2020 and remains ongoing.

Jeff Harmer made a motion to approve MOU with The Winter Sanctuary to serve as a quarantine location, if necessary, effective April 1, 2020 and remains ongoing. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

5.3.3. Approval of MOU with Kenyon Inn to serve as a quarantine location, if necessary, effective April 20, 2020 and remains ongoing.

Jeff Harmer made a motion to approve MOU with Kenyon Inn to serve as a quarantine location, if necessary, effective April 20, 2020 and remains ongoing. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

5.3.4. Approval of MOU with Mount Vernon Nazarene University to serve as a quarantine location, if necessary, effective April 11, 2020 to July 15, 2020.

Jeff Harmer made a motion to approve MOU with Mount Vernon Nazarene University to serve as a quarantine location, if necessary, effective April 11, 2020 to July 15, 2020. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

5.3.5. Approval of a contract pharmacy agreement with Conway's Danville Pharmacy to include the Danville Community Health Center for pharmacy services to eligible patients, according to section 340B of the Public Health Service Act, effective April 14, 2020 and remains ongoing.

Jeff Harmer made a motion to approve contract pharmacy agreement with Conway's Danville Pharmacy to include the Danville Community Health Center for pharmacy services to eligible patients, according to section 340B of the Public Health Service Act, effective April 14, 2020 and remains ongoing. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

5.3.6. Approval of MOU with the Ohio Association of Community Health Centers (OACHC) to assist with COVID-19 costs related to keeping emergency dental clinics operational, project period April 7, 2020 through December 31, 2020.

Lee Rhoades made a motion to approve MOU with the Ohio Association of Community Health Centers (OACHC) to assist with COVID-19 costs related to keeping emergency dental clinics operational, project period April 7, 2020 through December 31, 2020. Jeff Harmer seconded the

motion; in the negative: none. The motion was approved.

5.4. Board Approvals

5.4.1 Accept Coronavirus Response funding from Ohio Department of Health (ODH) for \$52,782.00.

Amanda Rogers, DVM made a motion to accept Coronavirus Response funding from Ohio Department of Health (ODH) for \$52,782.00. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

5.4.2. Accept Coronavirus Preparedness and Response Supplemental funding from Health Resources & Services Administration (HRSA) for \$53,839.00.

Jeff Harmer made a motion to accept Coronavirus Preparedness and Response Supplemental funding from Health Resources & Services Administration (HRSA) for \$53,839.00. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

5.4.3. Accept one time funding totaling \$572,135.00 for Health Center Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding, project period April 1, 2020 through March 31, 2021.

Lee Rhoades made a motion to accept one time funding totaling \$572,135.00 for Health Center Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding, project period April 1, 2020 through March 31, 2021. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

5.4.4. Approve Board of Health Policy & Procedure manual.

Diane Goodrich made a motion to approve Board of Health Policy & Procedure manual. Joe Porter seconded the motion.

Jeff Harmer made a motion to amend the Board of Health Policy & Procedure manual by removing the third paragraph on page 7. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

5.4.5. Approval of Board of Health highlights FY2019.

Amanda Rogers, DVM made a motion to approve the Board of Health highlights FY2019. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

5.5. Board Information/Discussion (Non-action items)

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

Board members received the following documents to review:

- *Q1 Statistics Report*
- *Board of Health Policy & Procedures manual*
- *Board of Health Highlights FY2019*

5.5.1. Renewed contract with Dimension Healthcare Consulting to provide cost reporting services for the Knox County Community Health Center for Medicaid, Medicare, and

Alternative Payment Methods at \$140/hour with an annual maximum of \$8,400, effective May 1, 2020 through April 30, 2021.


6. Adjournment

Being no further business, Jeff Harmer made a motion to adjourn the meeting. Joe Porter seconded the motion; in the negative: none. The motion was approved.

The Board meeting adjourned at 7:41 p.m



Eric Siekkinen, RPh
Board President



Julie Miller, R.N., M.S.N.
Health Commissioner