

December 15, 2021

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. The following were in attendance:

<u>BOARD MEMBERS</u>	<u>STAFF</u>
Jeff Harmer, President	Julie Miller, Health Commissioner
Diane Goodrich	Zach Green, Deputy Health Commissioner
Eric Helt	Joyce Frazee, Human Resource Director
EJ Pido	Lane Belangia, Community Health Center CEO
Dr. Amanda Rogers, DVM	Nate Overholt, Environmental Health Director
Jason Whaley	Pam Palm, Planning Education & Promotion Director
<u>ABSENT</u>	Cyndie Miller, WIC Director
Barb Brenneman	Katie Hunter, Fiscal Supervisor
Eric Siekkinen, RPh, Pro-Tem	Kristi Thomas, Admin Assistant
Dr. Barry George, MD	Janelle Merritt, Admin Assistant

1. Convention

1.1. Call to Order

Jeff Harmer called the meeting to order at 6:31 p.m.

1.2. Acceptance of Agenda

Diane Goodrich made a motion to accept the agenda. EJ Pido seconded the motion; in the negative: none. The motion was approved.

1.3. Approval of the minutes for November 17, 2021 Board of Health meeting.

The minutes of the regular meeting held, November 17, 2021 were reviewed and accepted. Jason Whaley made a motion to approve the minutes. EJ Pido seconded the motion; in the negative: none. The motion was approved.

1.4. Approval of Bills

EJ Pido made a motion the accounts payable be approved and payment authorized with the itemized list becoming by reference a part of the minutes. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

APPROVAL OF BILLS December 15, 2021		
FUND		AMOUNT
801 - General Fund		32,317.48
805 - Swimming Pool Fund		11,651.55
806 - Food Service Fund		2,059.05
807 - Private Water Fund		118.43
808 - WIC Grant		31,031.29
809 - Sewage Program Fund		956.63
812 - Public Hlth Emergency Preparedness Grant		40.75
814 - Community Health Center Grant		116,035.17
819 - Solid Waste		65.59
830 - Drug Free Communities		1,929.67
Total		\$196,205.61
THEN & NOW		
801 - General Fund		925.00
809 - Sewage Program Fund		2,030.00
814 - Community Health Center Grant		9,622.29
Total		\$12,577.29

1.5. Public Participation - None

2. Hearing/Reading/Regulations

2.1. Resolution 2021-13 to declare 11 Northview Drive, Mount Vernon, OH 43050, Clinton Township, Parcel # 12-00113.000 a public health nuisance.

Eric Helt made a motion to declare 11 Northview Drive, Mount Vernon, OH 43050, Clinton Township, Parcel # 12-00113.000 a public health nuisance. Diane Goodrich seconded the motion. On the roll call the following voted in the affirmative: Jeff Harmer, President, Diane Goodrich, Eric Helt, EJ Pido, Amanda Rogers, DVM, and Jason Whaley; in the negative; none. The motion was approved.

2.2. Approval of household sewage treatment system variance for Owen Miller at 21316 Deal Road, Utica, OH 43022, Clay Township Parcel # 10-00062.000 to allow installation of a distribution pipe from a new home to the existing septic tank and treatment area that is required to go under an existing driveway and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a).

Eric Helt made a motion to approve household sewage treatment system variance for Owen Miller at 21316 Deal Road, Utica, OH 43022, Clay Township Parcel # 10-00062.000 to allow installation of a distribution pipe from a new home to the existing septic tank and treatment area that is required to go under an existing driveway 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.

2.3. Approval of household sewage treatment system variance for Jerry and Megan Molnar for 2331 Millersburg Road, Utica, OH 43050, Morgan Township, Parcel # 51-00114.000 to allow installation of a distribution pipe from a new shop to the septic tank and treatment area that is required to go under and existing driveway and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a).

Eric Helt made a motion to approve household sewage treatment system variance for Jerry and Megan Molnar for 2331 Millersburg Road, Utica, OH 43050, Morgan Township, Parcel # 51-00114.000 to allow installation of a distribution pipe from a new shop to the septic tank and treatment area that is required to go under and existing driveway and cannot meet the isolation distances outlined in Ohio Administrative

Code 3701-29-06(G)(3)(a). EJ Pido seconded the motion: in the negative; none. The motion was approved.

3.Special Reports

3.1 Board Report - None

3.2. Leadership Report

DEPUTY HEALTH COMMISSIONER - Zach Green

- The December Accreditation Newsletter went out to staff this month. These newsletters are designed to help staff learn about Accreditation, QI, and PM at a pace that works for them. A copy of this newsletter can be found in the BOH shared folder.
- Carmen & Alayna presented at Cleveland State University on "Communicating with Various Business Sectors as a Public Health Department". Great opportunity to share about public health and recruit young professionals.
- Started preliminary discussion and planning of a deeper look at Access to Care and Inequities.
 - This assessment is needed as additional data to support the CHIP as well as new requirements in the PHAB Standards and Measures for Reaccreditation.
- A pre-assessment survey has been sent to staff on Social Determinants of Health and Health Inequities and beginning in January all staff will be participating in monthly training modules on those topics
- The contract with 614 Exterior, LLC has been signed to replace the roof. Once the state of Ohio approves the permits this project will begin.
 - 25 extended warranty added
- Interviews for the full-time maintenance position are in progress.
- All COVID vaccine administration is now being handled through the Health Center via appointment.
- Multi-agency-coordination meetings are ongoing to streamline resources and fill gaps throughout the county.
- BinaxNOW rapid antigen COVID test kits are being provided to the community.
 - 650+ kits per week burn rate
- CDC placing a full-time employee onsite to serve as the school liaison
- Energy Field House appreciation (monetary donation & plaque)
- Second interviews are in process to fill the PHEP coordinator position.
- 2022-2023 PHEP grant application underway
- Grant deliverables on target & cash flow barriers non-existent at this time.
- **A big THANK YOU to Mr. Clark for his dedication while serving as our preparedness coordinator during one of the most difficult times in the recent century for Public Health. We wish him all the best as he pursues full-time firefighter employment.**

Fiscal Supervisor Report – Katie Hunter

- Received notification from ODH that additional grant funding will be available in 2022 to maintain and expand Covid-19 vaccination programs. A letter of intent to apply for the funding was submitted and we are awaiting further guidance and information.
- Updating fiscal policies to streamline efficiencies and enhance fiscal reporting.

KNOX COUNTY GENERAL HEALTH DISTRICT									
BUDGET HIGHLIGHTS									
November 30, 2021									
	November Revenue			November Expense			November Cash Balance		
	2021	2020	2019	2021	2020	2019	2021	2020	2019
District Health Fund									
801 - District Health Fund*	773,442.44	307,947.22	28,824.06	235,636.85	272,796.73	244,446.19	2,922,143.33	2,064,516.18	638,501.04
Environmental Health Restricted Funds									
805 - Swimming Pool Fund	0.00	0.00	587.16	246.42	185.98	411.39	6,202.38	9,429.03	2,348.71
806 - Food Service Fund	210.00	21,156.00	17,423.09	33,405.33	5,274.84	11,807.08	29,057.90	48,998.50	11,767.90
807 - Private Water Fund	3,344.60	4,034.75	4,155.07	5,921.92	3,479.83	5,488.23	15,944.11	6,307.53	2,713.44
809 - Sewage Program Fund	7,545.00	19,688.00	5,244.50	39,402.19	8,206.85	6,794.39	17,932.21	28,031.12	9,390.96
810 - RV Park/Camp Fund	0.00	0.00	546.04	398.46	256.33	1,287.89	68.25	5,366.45	91.91
Subtotal	11,099.60	44,098.75	27,958.86	79,374.32	19,463.65	25,788.98	69,204.82	98,932.63	26,311.02
Special Revenue Funds									
803 - Home Health Fund	0.00	0.00	32,343.50	0.00	0.00	25,136.75	0.00	0.00	837,682.38
819 - Solid Waste Fund	0.00	0.00	405.67	2,489.65	1,516.54	5,633.60	9,836.48	10,179.66	10,954.65
Subtotal	0.00	0.00	32,749.17	2,489.65	1,516.54	30,770.35	9,836.48	10,179.66	848,637.03
Grant Funds									
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	42,485.24	37,503.54	17,305.82	24,821.69	21,154.94	20,832.87	35,125.91	36,539.89	36,560.48
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	0.00	7,498.85	3,832.51	9,016.94	7,198.41	7,350.70	22,802.58	29,480.35	30,568.35
812 - PHEP Grant Fund FY July 1 - June 30	9,215.02	0.00	331.30	5,330.39	3,926.51	4,313.17	50,876.42	31,004.07	5,857.93
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	0.00	0.00	17,088.29	3,334.07	89.26	10,077.20	99,296.44	62,310.68	63,569.14
814 - Community Health Center Grant FY April 1 - Mar 31	430,940.67	271,830.72	142,276.98	391,971.57	296,203.74	231,335.51	1,308,957.43	237,555.16	90,693.42
830 - Drug Free Communities FY Oct. 1 - Sept. 30	7,943.30	8,326.79	11,529.11	9,272.97	8,326.79	11,067.30	5,615.42	5,000.00	4,848.97
Subtotal	490,584.23	325,149.90	192,564.04	443,747.63	336,899.65	284,976.75	1,520,674.20	401,890.15	232,098.29
TOTAL ALL FUNDS	1,275,126.27	678,005.87	282,093.13	761,248.45	630,615.99	585,982.27	4,521,858.83	2,575,518.62	1,745,548.28

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

HUMAN RESOURCES – Joyce Frazee, Human Resource Director

- Most of my time has been spent interviewing applicants to fill many positions. Thank you to Zach Green, Kyle Clark, Stacey Robinson, Deanar Patterson, Stacy Gilley, Katie Hunter, Kristi Thomas, Janelle Merritt, Tina Cockrell, Elisa Frazee, Chris Remy, Nan Snyder and Lane Belangia for their help with this process.
- We also have a couple of internal moves that will be taking place the first of the year. Lillian Collins, Dietetic Technician has accepted the Patient Care Navigator role in the Community Health Center. She will be moving to the role after working in the WIC program for twenty years. Kristi Thomas has accepted the HR Generalist role in the HR Department and will be focusing on HR duties primarily for the health center division.
- Thanks to Brett Berger for creating the new organizational chart for the agency. The agency organizational chart can be found in this month's BOH folder. You will see many open positions on the chart. These positions will be filled once we onboard the staff from Moore Family Practice. This does not mean that all of the positions that have been approved to be open are listed on the chart. That information is kept in a separate document and updated accordingly when they are

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

Nate informed the Board that Health Commissioner Julie Miller temporarily closed/suspended a retail food establishment license at an Amish bulk food store due to the facility having no hot running water. The owner is working with a certified plumber to ensure the issue is corrected. Once hot water is restored, food program staff will conduct a re-inspection to ensure the facility is back in compliance.

Household Sewage Treatment System Variances- 2 for December

- A HSTS variance application was provided by Owen Miller at 21316 Deal Road, Gambier, OH 43022, Clay Township, Parcel #10-00062.000 to allow installation of a distribution pipe from a new home to the existing septic tank and treatment area that is required to go under an existing driveway and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a).
- A HSTS variance application was provided by Jerry and Megan Molnar at 2331 Millersburg Road, Utica, Ohio 43050 Morgan Township, Parcel # 51-00114.000 to allow installation of a distribution pipe from a new shop to the septic tank and treatment area that is required to go under an existing driveway and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a).
- **Resolution 2021-13 to declare 11 Northview Drive, Mount Vernon, OH 43050, Clinton Township, Parcel # 12-00113.000 a public health nuisance.** This property has an aeration household sewage treatment system that is not in proper working order (motor not currently working). Multiple inspections and nuisance letters have been sent to the property owner, with no communication until December 6th, 2021. The owner has been in contact with sewage program staff member, Kyle Shackle in regards to ensuring a new motor is ordered and installed according to factory specifications through Jet Wastewater Treatment Solutions. The owner has contacted Sims On-Site Sanitation LLC, to provide the services needed to abate the nuisance. If the aeration system is corrected and the nuisance abated prior to the December board of health meeting, then it will be removed from the agenda.
- **11299 Lower Gambier Road, Mount Vernon, OH 43050.** The public health nuisance from the October board of health meeting was not cleaned up and abated prior to the deadline and has been sent to the Knox County Prosecutor's Office for potential legal action. Any additional information or updates will be provided at a later date.
- **28820 Cotrell Road, Frazeyburg, OH 43822.** At this time, the new leaching area has not been completed to abate the public health nuisance. The property has until December 16, 2021 to complete the work and have the installation approved by sewage program staff. Failure to comply will result in the property being turned over to the Knox County Prosecutor's Office for further legal action.

PLANNING EDUCATION & PROMOTION – Pam Palm, Director

- At the recommendation of LPN Susan Musgrave of the Health Center staff, who noticed parents wanting to take photos of their children receiving COVID vaccine, Alayna Mowry created a huge “photo frame” with positive immunization messages. Also, to help keep kids calm for the evening pediatric COVID clinics, we have supplied snacks, beverages, and Play-Doh.
- We have been working with the Danville students to promote the Danville Community Health Center. Art students have submitted design proposals for a mural on the HC Dental Building, and we will be providing Blue Devil T-shirts with the Health Center logo for the basketball teams to distribute to fans during the games.
- As part of our sponsorship of the Chamber of Commerce Annual Dinner, Knox Public Health and the Health Center recorded :30 commercials to air on the Chamber website and Facebook site. After the annual meeting event, we will be able to use the commercial on our own sites.
- Slowly but surely, we have been replacing signage throughout the facility that still had the old health department logo. This includes new mission and vision signs, signage on the main door and adding the new logo on digital forms and internal sites.

- Staff were asked to submit and then vote on a new name for the new employee intranet site. KPH Connect was the winner. We will soon add features on individual staff members as well as bios on our BOH members.
- To promote tobacco cessation services, the Tobacco Use Prevention and Cessation grant was utilized to sponsor an ad on Facebook. The ad will air through the end of February. The ad is called "Your journey to QUIT" with the graphic tagline that states: "You'll thank *you*... for sticking to it"
- Our Facebook reach and engagement have been down since we have not been conducting "live" events, however we still have 7,176 Facebook followers. Traffic to the KPH website is steady with 6,000 new users according to Google Analytics. New users are users who have never been to the website, according to Google. There were 25,000-page views in November with the COVID-19 pages getting the most views...

DIRECTOR OF NURSING – Lisa Dudgeon, RN

- We have completed all outreach flu clinics for 2021. Over 1600 flu vaccine doses have been administered between Outreach and the Health Center this season, so far.
- Outreach administered just over 1200 COVID vaccines in November at three locations (Energy Fieldhouse/Ariel Corp/Kenyon College)
- Looking ahead at Spring school vaccines (March/April); Also looking at assisting with vision and hearing screenings in the schools
- CDC is providing a School Liaison for Knox County. They will be able to assist disease investigation / contact tracing; provide technical assistance, policy documents, Q&A and developing communications (FAQs) for students, staff, parents, public at large; support vaccination-related efforts and non-clinical staffing as needed; serve as liaison between the health department and school systems to ensure open and active channels of communication.
- We have not had any cases of the Omicron variant reported to us yet.

PUBLIC HEALTH EDUCATION AND NURSING – Tina Cockrell, Director

- **Children /Medical Handicaps-** caseload back up a bit to 210 for November. Seven visits were completed in November. New this Fall, CMH has added incontinence supply coverage for ages 3+ for certain diagnoses
- **Cribs for Kids-** the ODH grant changed the funding process to be paid a flat amount of \$150 per crib distributed. Have had difficulty getting cribs ordered due to supply problems. 11 cribs were distributed in November. Coordination with Cyndie in WIC by sending mass text to WIC clients helps with referrals.
- **Lead -** No new childhood lead cases reported in November. (One elevated capillary test but not confirmed venous test.)
- **Tobacco Prevention & Cessation -** 6 new clients for cessation in November - 69 for the year. Currently working with Center of Hope in Bladensburg and Freedom Center on developing tobacco/treatment policies
- **Drug Free Communities -** Baylee Ruggles will begin January 3 as the new KSAAT coordinator. KSAAT members are currently planning for the June 7-8 Communities Coming Together Conference, the conference is a compilation of Focusing on Youth Issues (FYI) Conference and the Knox Addiction Conference. The event will be held on the campus of MVNU offering community and professional development opportunities. 12 overdose deaths recorded for the year thus far. 5 narcan kits distributed in November (218 for the year). TAC members are collecting peer data regarding anxiety and coping skills. Wellness kits were delivered to East Knox (76) Knox County Career Center (571) and Fredericktown Schools (363) (waiting for the

other schools to confirm good drop off day) The kits contain small coloring book, fidget spinner, stress ball, bubbles, encouraging stickers, suicide awareness pin and resources, dating red flags/green flags and additional community resources. Only 2 county schools have completed the Pride Survey; this data is used to plan prevention efforts. Working with Superintendents to have surveys completed before the holiday break.

- **Creating Healthy Communities** - The Knox County Active Transportation Plan was presented during the MV City Council meeting on Nov. 22, 2021. Legislation for the adoption of the plan was presented during the MV City Council meeting that evening. Tami and several community partners toured six of Licking County's Together We Grow Garden Program sites to conduct research for a 2022 garden project.

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

- Knox County WIC initial caseload for October/November 2021 and close-out caseload for September 2021 numbers have been corrected by State WIC. These adjustments have been made in the stats. The initial November caseload is 713 (decreased of 16, updated). Maintenance and increase of caseload continue to be a concern state-wide and also for a number of states nationwide. Referrals included "1" to the Mommy & Me Smoking Cessation program and "9" to the CHC (9 Adults, 0 infants, and 0 children).
- "Curb-side services" continue as our method of service for WIC participants during the month of November/December. Due to the recent increases in Covid-19 cases we are temporarily not open to in-person appointments for prenatals, postpartum/breastfeeding moms and their infants. Some appointments have been seen in person due to cell-phone issues, weight check requests, and breastfeeding consults, however. Waivers are extended until mid-April, 2022.
- Our breastfeeding initiation rate for WIC moms is 56.6%. (This stat is current through September 2021).
- Contract formulas for WIC changed from Gerber to Mead Johnson products effective October 1, 2021. Packets with information about this change and updated WIC materials were distributed in November to area providers and community partners.
- Our "Baby Shower in a Bag" promotion was delayed until December due to the Thanksgiving holidays. Promotion began on December 1st, with 31 bags available for our prenatal moms on a first come/first serve basis. Other agencies and programs that are participating have provided information that is included in the bags. As mentioned previously, many beautiful hand-made items were donated by "Sew Special" of Danville and "Newborns in Need" from Newark for our WIC moms and infants.
- Lillian Collins accepted a position as Patient Navigator in the Community Health Center. We are beginning our search to fill a part-time HP position in the WIC division.

COMMUNITY HEALTH CENTER – Lane Belangia, CEO

- Potential New Third Party 340b management vendor to be established early 2022.
- Moore Family Practice Locations to be added to scope March 1st 2022.
- Coding audit, increased FQHC program participation where positive patient outcomes are recognized.
- Co-Applicant Board Report for December 2021:
- Grant: Capital Funding Submissions are completed and accepted regarding the capital project budgets. The National Historic Preservation Act grant conditions and surveys continue to be worked on. Our Grant writer is helping to complete the documents and both Danville buildings are being surveyed for hazardous materials. Agreement signed by HINA LLC for inspections is noted on the December Agenda.

- Fiscal: We will possibly begin using a different management company, (340 Basics) pending board approvals the first part of 2022. The program has “existed” to this point. There have been some positive returns from the program to date. Further evaluation of the current third-party manager indicates the program could benefit from a new approach through utilizing a local Ohio based company. Many 340b rules and regulations are state specific, therefore it could be to our advantage to change to a local resource and help manage our program. The addition of the Moore Family Practice especially with the Pharmacy Walk-in clinic component now constitutes a much closer scrutiny of our 340b program. In the next few months I will bring forward more information regarding this development to the 340b program.
- Co-Applicant Board Compliance: Approval of the Credentialing and Privileging Policy will be a board approval item on this month’s agenda.
- Board Governance The purchase of the Moore Family Practice and Walk-in Clinic should be finalized, perhaps by this December board meeting. The co-applicant board will be voting the first part of the year to bring the sites into the Scope of the Health Center, along with credentialing and privileging new providers.
- CEO Update: The health center and the management team have been working toward bringing the Moore practices under the ownership of KPH. This process is unlike anything we have done before. It will more than likely take 3 months to finalize the multiple parts of the acquisitions. The plan to bring the practices into scope is proposed at this time for March 1st 2022.
- With the management team in place, providers in place and the majority of support staff in place, I have shifted my focus on maximizing reimbursement for this health center. It should come to no-surprise our monthly expenditures will increase more in 2022 than any other time prior. With this I am enrolling in multiple programs available to health centers which bring increased reimbursement for achieving positive health outcomes. We are moving to remodel our 340b program and also will be analyzing our coding of services provided to ensure our claims are as accurate as possible. The time to move on this is now, we have multiple providers and can now compare performance, our growth with the new practice acquisition will increase our patient counts for medical service to more than double current yearly counts, and we have the management staff who can help to reinforce any needed operational improvements.
- This center will continue to grow in 2022. It is my hope that the growth after the first part of the year slows, especially with the looming pandemic which seems to interfere with everything we do. I know of several opportunities and community requests for health center services to be developed. These will continue to be presented to this board for your direction and oversight. Our strategic plan review in 2022 should be very dynamic.
- On a personal note I wish each of you a restful and meaningful holiday season. Your gift of board servitude is more appreciated than I can express. Thank you all for the support and time spent helping this FQHC develop and grow.

3.3. Health Commissioner

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

Julie spoke to the Board about the tax levy supporting our services that will take place in November 2022. The Board and Leadership Team will be asked to recommend individuals to serve on the levy campaign committee and to begin considering agency expenses such as employee salaries and public health programs to support.

Three (3) action steps on the Health Inequity Statement to begin in 2022:

- Begin Health Equity/Inequity training with all KPH employees and Board
- Develop a Health in All policies framework/checklist for KPH to use when policies and procedures developed
- Perform a focused population assessment on Knox Co. residents of color, living in poverty, etc.
- Carmen Barbuto will be leading the training program identified above
- Goal of January 2022 to have succession planning data and information incorporated into position descriptions and performance evaluations for the Leadership Team
- Thank you letter to County Commissioners for the ARPA funding will be ready for the Board to sign in December. I have been told that we will receive the remainder of the funding
- As of 12/2 I have not had any further information from the Land Bank nor the realtor we secured to assist with property location. I will follow up prior to the Board meeting
- Recommend an Executive Session for property acquisition related to a response to the Land Bank.
- Contract for acquisition of the Moore practice and Walk-In clinic should take place prior to the end of the year
- The Child Fatality Review team met and are planning to combine our new Overdose and Suicide Fatality Review with Child Fatality. As a reminder the Co. Commissioners named the health commissioner as the coordinator of the Overdose and Suicide Fatality Review committees. We will be inviting some new partners to the review committee and doing our best on prevention efforts.
- Working on the update of our policy on mandated reporting. All local public health employees are considered mandated reporters in Ohio.

Eric Helt the meeting at 6:48 p.m.

4.New Business

4.1 Finance

4.1.1. Income and Expense

EJ Pido made a motion to approve the income and expense report. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

KNOX COUNTY GENERAL HEALTH DISTRICT							
RECEIPT & EXPENDITURE SUMMARY REPORT							
November 30, 2021							
FUND NAME	JAN. 1, 2021 BALANCE	November REVENUE	YEAR-TO-DATE REVENUE	November EXPEND.	YEAR-TO-DATE EXPEND.	November 30, 2021 BALANCE	
District Health Fund							
801 - District Health Fund*	1,964,545.39	773,442.44	3,142,225.50	235,636.85	2,184,627.56	2,922,143.33	
Environmental Health Restricted Funds							
805 - Swimming Pool Fund	9,393.61	0.00	10,188.00	246.42	13,379.23	6,202.38	
806 - Food Service Fund	47,466.18	210.00	164,227.50	33,405.33	182,635.78	29,057.90	
807 - Private Water Fund	6,908.01	3,344.60	72,944.80	5,921.92	63,908.70	15,944.11	
809 - Sewage Program Fund	30,206.76	7,545.00	120,584.00	39,402.19	132,858.55	17,932.21	
810 - RV Park/Camp Fund	5,334.24	0.00	6,706.50	398.46	11,972.52	68.22	
Subtotal	99,308.80	11,099.60	374,650.80	79,374.32	404,754.78	69,204.82	
Special Revenue Funds							
819 - Solid Waste Fund	1,781.70	0.00	36,046.08	2,489.65	27,991.30	9,836.48	
Subtotal	1,781.70	0.00	36,046.08	2,489.65	27,991.30	9,836.48	
Grant Funds							
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	36,493.79	42,485.24	265,961.87	24,821.69	267,329.75	35,125.91	
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	24,508.68	0.00	88,317.22	9,016.94	90,023.32	22,802.58	
812 - PHEP Grant Fund FY July 1 - June 30	35,870.00	9,215.02	75,180.78	5,330.39	60,174.36	50,876.42	
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	62,310.68	0.00	64,000.00	3,334.07	27,014.24	99,296.44	
814 - Community Health Center Grant FY April 1 - Mar 31	301,734.94	430,940.67	4,303,772.27	391,971.57	3,298,549.78	1,306,957.43	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	1,242.53	7,943.30	119,082.74	9,272.97	114,709.85	5,615.42	
Subtotal	462,160.62	490,584.23	4,916,314.88	443,747.63	3,857,801.30	1,520,674.20	
TOTAL ALL FUNDS	2,527,796.51	1,275,126.27	8,469,237.26	761,248.45	6,475,174.94	4,521,858.83	

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

4.1.2. Transfers/Cash Advances

Amanda Rogers, DVM, made a motion to approve Resolution 2021-14. Jason Whaley seconded the motion. On roll call the following voted in the affirmative: Jeff Harmer, Diane Goodrich, EJ Pido, Dr. Amanda Rogers, DVM, Jason Whaley; in the negative; none. The motion was approved.

4.1.3. Approval of resolution 2021-15 to amend certificate of estimated resources.

Diane Goodrich made a motion to approve Resolution 2021-15 to amend certificate and estimated resources. Jason Whaley seconded the motion. On roll call the following voted in the affirmative: Jeff Harmer, Diane Goodrich, EJ Pido, Dr. Amanda Rogers, DVM, Jason Whaley; in the negative; none. The motion was approved.

Eric Helt returned to the meeting at 6:51 p.m.

4.2. Personnel

4.2.1. Approval to hire Samantha Staton, Administrative Assistant, effective December 6, 2021.

EJ Pido made a motion to approve the hire of Samantha Staton, Administrative Assistant, effective December 6, 2021. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.2. Approval to hire Samantha Hunter, Administrative Assistant, effective December 6, 2021.

EJ Pido made a motion to approve the hire of Sammy Hunter, Administrative Assistant, effective December 6, 2021. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.3. Approval hire Amy Seward, Public Health Emergency Preparedness Program Coordinator, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Amy Seward, Public Health Preparedness Program Coordinator, effective January 3, 2022. Diane Goodrich seconded the motion; Jason Whaley abstained, in the negative: none. The motion was approved.

4.2.4. Approval to hire Aimee Hulse, Administrative Assistant, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Aimee Hulse, Administrative Assistant, effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.5. Approval to hire Katelynd Beeman, Certified Medical Assistant, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Katelynd Beeman, Certified Medical Assistant effective January 3, 2021. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.6. Approval to hire Jessica Ketter, Certified Medical Assistant, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Jessica Ketter, Certified Medical Assistant, effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.7. Approval to hire Whitney Maynard, Certified Medical Assistant, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Whitney Maynard, Certified Medical Assistant, effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.8. Approval to hire Varina Pozderac, Certified Medical Assistant, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Varina Pozderac, Certified Medical Assistant, effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.9. Approval to hire Kelly Peters, Medical Assistant, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Kelly Peters, Certified Medical Assistant, effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.10. Approval to hire Chelsea Link, Licensed Practical Nurse, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Chelsea Link, Licensed Practical Nurse, effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.11. Approval to hire Shelly Smith, Licensed Practical Nurse, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Shelly Smith, Licensed Practical Nurse effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.12. Approval to hire Jordan Moore, Certified Nurse Practitioner, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Jordan Moore, Certified Nurse Practitioner, effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.13. Approval to hire Sarah Rice, Certified Nurse Practitioner, effective January 3, 2022.

EJ Pido made a motion to approve the hire of Sarah Rice, Certified Nurse Practitioner, effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.1

4. Accept the resignation of Julie Miller, Health Commissioner, effective July 1, 2022.

Amanda Rogers, DVM, made a motion to accept the resignation of Julie Miller, Health Commissioner, effective July 1, 2022. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

4.3. Contracts

4.3.1. Approve the termination of maintenance contract with Mike Derrick, effective December 31, 2021.

Eric Helt made a motion to approve the termination of maintenance contract with Mike Derrick, effective December 31, 2021. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.3.2. Approval to rescind the motion of the professional services contract with Luma Health for license subscription and customer support services.

Amanda Rogers, DVM, made a motion to approve to rescind the professional services contract with Luma Health for license subscription and customer support services. EJ Pido seconded the motion; in the negative: none. The motion was approved.

4.3.3. Approval of the renewal of the business services contract with Knox Community Hospital to provide a Medical Director for the KCCHC Co-Applicant Board effective January 1, 2022 through December 31, 2022 with a monetary value of \$85/hour not to exceed \$36,000/year.

Eric Helt made a motion to approve the renewal of the business services contract with Knox Community Hospital to provide a Medical Director for the KCCHC Co-Applicant Board effective January 1, 2022 through December 31, 2022 with a monetary value of \$85/hour not to exceed \$36,000/year. Diane Goodrich made a motion to second the motion; in the negative: none. The motion was approved.

4.3.4. Approve the contract with Coding & Compliance Initiatives Inc. for review of medical records and coding with a monetary value not to exceed \$20,000 annually effective January 1, 2022 through December 31, 2022.

Amanda Rogers, DVM, made a motion to approve the contract with Coding & Compliance Initiatives Inc. for review of medical records and coding with a monetary value not to exceed \$20,000 annually effective January 1, 2022 through December 31, 2022. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

4.3.5. Approve Architectural Agreement with Green Valley Design, LLC for administration of contract documents, bidding documents, and construction phase administration/documents for The Danville Community Health Center Capital Project with a monetary value of \$25,000.00, Effective January 1, 2022 until completed.

Amanda Rogers, DVM, made a motion to approve the Architectural Agreement with Green Valley Design, LLC for administration of contract documents, bidding documents, and construction phase administration/documents for The Danville Community Health Center Capital Project with a monetary value of \$25,000.00, Effective January 1, 2022 until completed. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.3.6. Approve the memorandum of understanding with the Ohio Association of Community Health Centers for emergency preparedness services with no monetary value starting January 1, 2022 through January 1, 2023.

Eric Helt made a motion to approve the memorandum of understanding with the Ohio Association of Community Health Centers for emergency preparedness services with no monetary value starting January 1, 2022 through January 1, 2023. Amanda Rogers, DVM, seconded the motion; in the negative: none. The motion was approved.

4.3.7. Approve the personal services contract with Simona Moore, CNP, for medical services as a Certified Nurse Practitioner, effective January 3, 2022 through January 3, 2023 with a monetary value of \$90 per hour, not to exceed \$132,000 per year.

EJ Pido made a motion to approve the personal services contract with Simona Moore, CNP, for medical services as a Certified Nurse Practitioner, effective January 3, 2022 through January 3, 2023 with a monetary value of \$90 per hour, not to exceed \$132,000 per year. Amanda Rogers, DVM, seconded the motion; in the negative: none. The motion was approved.

4.3.8. Approve the personal services contract with Jill Hunter, CNP, for medical services as a Certified Nurse Practitioner, effective January 3, 2022 through January 3, 2023 with a monetary value of \$80 per hour, not to exceed \$34,000 per year.

Jason Whaley made a motion to approve the personal services contract with Jill Hunter, CNP, for medical services as a Certified Nurse Practitioner, effective January 3, 2022 through January 3, 2023 with a monetary value of \$80 per hour, not to exceed \$34,000 per year. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.3.9. Approve the personal services contract with William Elder, MD, as a Family Physician effective January 3, 2022 through January 3, 2023 with a monetary value of \$9/hour not to exceed \$4,000/year.

Amanda Rogers, DVM, made a motion to approve the personal services contract with William Elder, MD, as a Family Physician effective January 3, 2022 through January 3, 2023 with a monetary value of \$9/hour not to exceed \$4,000/year. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.4.10. Approval to rescind the motion made October 20, 2021 to contract with Revere Roofing to replace existing shingled roof.

Amanda Rogers, DVM, made a motion to approve to rescind the motion made October 20, 2021 to contract with Revere Roofing to replace existing shingled roof. EJ Pido seconded the motion; in the negative: none. The motion was approved.

4.4. Board Approvals

4.4.1. Approval of partnership with the Public Library of Mount Vernon and Knox County to implement the Library's "Communities for Immunity" grant activities. This partnership is to improve Covid-19 vaccination rates in Knox County and to address the "infodemic" of misinformation related to the Covid-19 pandemic.

Diane Goodrich made a motion to approve the partnership with the Public Library of Mount Vernon and Knox County to implement the Library's "Communities for Immunity" grant activities. This partnership is to improve Covid-19 vaccination rates in Knox County and to address the "infodemic" of misinformation related to the Covid-19 pandemic. Amanda Rogers, DVM, seconded the motion; in the negative: none. The motion was approved.

4.4.2. Accept the Knox Public Health organizational chart, for calendar year 2022

EJ Pido made a motion to accept the Knox Public Health organizational chart, for calendar year 2022. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

4.4.3 Accept the assignment of the Moore Medical Practice, LLC to Knox Public Health by the Knox County Commissioners as indicated in the terms in the practice asset purchase agreement

Amanda Rogers, DVM, made a motion to accept the assignment of the Moore Medical Practice, LLC to Knox Public Health by the Knox County Commissioners as indicated in the terms in the practice asset purchase agreement. Eric Helt seconded the motion; in the negative: none. The motion was approved.

4.5. Board Information/Discussion (Non-action Items)

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

- Medicaid Administrative Claiming (MAC) Contract with the Ohio Department of Health for reimbursement for Medicaid services under CFDA 93.778, effective July 1, 2021 through June 30, 2023.
- (Extension of) MOU with the Center of Hope to implement a choice food pantry and

affordable grocery store in Bladensburg, Ohio, extended through December 31, 2022, not to exceed \$800 in additional funding.

- MOU with Licking County Health Department for reimbursement for Radon Testing in the amount of \$1000 effective FY2022.
- Personal Service Contract with Scott Swingle, DBA Derr Designs, for website maintenance, effective January 1, 2022 through December 31, 2022, for \$50 per hour but not to exceed \$3000 per year.
- Solid Waste Enforcement Contract with DKMM for the monitoring and enforcement of solid waste, with a reimbursement of \$35,196.08, effective January 1, 2022 through December 31, 2022.
- Software Maintenance and Support Agreement with The Baldwin Group for our Health Department Information System (HDIS) maintenance, not to exceed \$1761.95, effective January 13, 2022 through January 13, 2023.
- Personal services contract with John Cheek, DDS, for dental services including extraction effective January 1, 2022 through December 31, 2022 with a monetary value of \$100/hour not to exceed \$45,000/year.
- Business services contract with Knox Community Hospital for medical services provided by Certified Nurse Practitioners effective January 1, 2022 through December 31, 2022 with a monetary value of \$58/hour not to exceed \$194,000/year.

5. Executive Session

At 7:14p.m. EJ Pido made a motion to enter into executive session for property acquisition and personnel. Eric Helt, seconded the motion. On roll call the following voted in the affirmative: in Jeff Harmer, Diane Goodrich, Eric Helt, EJ Pido, Dr. Amanda Rogers, DVM, Jason Whaley; in the negative: none. The motion was approved.

Julie Miller and Zach Green were asked to stay for the property acquisition portion of executive session only. Joyce Frazee and Katie Hunter were asked to stay for both property acquisition and personnel.

Amanda Rogers left Executive Session at 8:00 p.m.

At 8:45 p.m. EJ Pido made a motion to return to regular session. Eric Helt seconded the motion. On the roll call the following voted in the affirmative: Jeff Harmer, Diane Goodrich, Eric Helt, EJ Pido, Jason Whaley; in the negative: none. The motion was approved.

EJ Pido made a motion to amend page 1: Section 2 of Health Commissioners employment contract to adjust salary to take effect December 25,2021. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

6. Adjournment

Being no further business, Diane Goodrich 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 8:55 p.m.

Jeff Harmer,
Board President

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