

April 26, 2017

The Board of Health of the Knox County Health District held its regular meeting, at the Health Department conference room in Mount Vernon. The following were in attendance:

| BOARD MEMBERS | STAFF |
|----------------------------|--|
| Eric Siekkinen, RPh. | Julie Miller, RN, MSN |
| Ronald Moder, Pro-Tem | Pam Palm, Planning, Education & Promotion Director |
| Lee Rhoades | Joyce Frazee, HR Supervisor |
| Kelly Bailey | Stacey Robinson, Fiscal Supervisor |
| Amanda Rogers, DVM | Lane Belangia, CHC CEO |
| Laura Haberman, RN | Tami Ruhl, Health Educator |
| Laura Barbuto, RN | Alayna Anderson, Health Educator |
| Jeff Harmer | Ashley Didinger, Health Educator |
| | |
| Absent | |
| Nate Overholt, EH Director | GUESTS |
| Dr. Barry George | |

1. Convention

1.1. Call to Order

Board President Eric Siekkinen called the meeting to order at 6:30 p.m.

1.2. Acceptance of Agenda

Lee Rhoades made a motion to accept the agenda. Laura Barbuto seconded the motion; in the negative: none. The motion was approved.

1.3. Approval of the minutes for, March 22, 2017 Board of Health meeting.

The minutes of the regular meeting held, March 22, 2017 were reviewed and accepted. Ron Moder made a motion to approve the minutes. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

1.4. Approval of Bills

March 22, 2017

| | FUND | AMOUNT |
|-----|--|---------------|
| | March 2017 | |
| 801 | General Fund | \$52,681.13 |
| 803 | Home Health Fund | 18,388.11 |
| 804 | Medical Clinic Fund | 775.59 |
| 805 | Swimming Pool Fund | 11.39 |
| 806 | Food Service Fund | 1,133.50 |
| 807 | Private Water Fund | 1,720.61 |
| 808 | WIC Grant Fund | 1,473.21 |
| 809 | Sewage Program Fund | 1,076.63 |
| 810 | RV Park/Camp Fund | 32.28 |
| 811 | Creating Healthy Communities Grant | 769.54 |
| 812 | Public Health Emergency Preparedness Grant | 2,709.80 |
| 813 | MCH/CFHS Grant | 682.87 |
| 814 | Community Health Center Grant | 20,695.40 |

| | | |
|-----|----------------------------------|---------------------|
| 815 | Dental Clinic Fund | 269.48 |
| 819 | Solid Waste Fund | 214.24 |
| 830 | Drug Free Communities Grant Fund | 2,279.82 |
| | TOTAL | \$104,913.60 |

THEN & NOW

| | | |
|-----|-------------------------------|--------------------|
| 801 | General Fund | \$25,294.95 |
| 803 | Home Health Fund | 5,585.00 |
| 804 | Medical Clinic Fund | 700.00 |
| 806 | Food Service Fund | 150.00 |
| 807 | Private Water Fund | 150.00 |
| 808 | WIC Grant | 110.00 |
| 809 | Sewage Program Fund | 370.59 |
| 813 | MCH/CFHS Grant | 480.00 |
| 814 | Community Health Center Grant | 11,119.74 |
| 815 | Dental Clinic Fund | 200.00 |
| | TOTAL | \$44,160.28 |

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

1.5. Public Participation- Alayna Anderson, Ashley Didinger, and Tami Ruhl attended the meeting.

2. Board Reports- None

3. Hearings/Readings/Regulations-None

4. Special Reports

4.1. Creating Health Communities Wellness Presentation

Tami Ruhl, Creating Healthy Communities grant coordinator shared a power point presentation with the board of health. The mission of the Creating Healthy Communities grant is committed to preventing and reducing chronic disease. Through cross-sector collaboration we are working to improve access to and affordability of healthy food, increase opportunities for physical activity, and assure tobacco-free living where Knox County residents live, work and play. By implementing sustainable evidence-based strategies, Get Healthy Knox County is creating a culture of health.

She also shared:

- **Grant requirements:**
 - **Establish Coalition or Community Partnership**
 - **Complete two Community Health Assessment and Group Evaluation (CHANGE TOOL)**

- **Complete three Healthy Living, Active Living & Tobacco-Free Environment Project per grant year.**
- **Focus on Policy, System, and Environmental Change**

The following projects have been completed or started through the Creating Healthy Communities grant: Knox County Head Start gardens, Danville schools lactation room, “Good Food Here” the Ohio Healthy Food Retail program, Supplemental Nutrition Assistance Program (SNAP) now accepted at the Mount Vernon Farmer’s Market, Water First for thirst, bike racks at county bike trails and the bike lending program at the Centerburg Public Library. Other projects implemented inclusive playground, indoor volleyball at the Escape Zone and outdoor volleyball at Danville elementary schools. Signs promoting “Young Lungs Need Clean Air” have been posted near parks, bike paths, and public housing.

The Worksite Wellness team has been developed. Staff from health department divisions are a part of this committee. The group overs healthy snacks, water Wednesday, and lunch and learns for the staff.

4.2 Leadership Team

ENVIRONMENTAL HEALTH

No verbal report.

The environmental health food program staff, along with Zach Green has been working on a quality improvement project over the food facility plan review process. In the last few years, plan review has taken more office time from sanitarians because the majority of the facilities are not providing enough information for the plan review process. By not providing enough information, the plan review cannot be completed without phone calls, letters or emails in an attempt to get the requested information. We have reached out to numerous other health departments around the area to see what plan review process each department utilizes in an attempt to see what processes are working best for other agencies. We are currently working on rewriting our entire process to make things more streamlined to ensure the facility operators know all the steps required, along with providing all the pertinent data to ensure the plan review process is more efficient.

Sanitarian-In-Training, Kyle Shackle has been investigating and working with four properties on Columbus Road, Hilliar Twp. due to household sewage treatment aeration systems not functioning properly. The systems are supposed to be treating the solids with a mechanical device and then discharge the treated effluent to a drainage tile. Four of the systems are not treating the effluent to bring the fecal coliform level counts within the required parameters from OAC 3701-29. Also, the discharge tile is clogged, creating the effluent to back up to the lowest system and run to the ground surface. The intent is to work with all parties involved to get all systems functioning properly to abate the public health nuisance.

On April 10th and April 17th, Environmental Health Director, Nate Overholt held three separate administrative meetings with food service operations due to repeated cleaning and facility maintenance violations. During these meetings, the owners/operators have been required to explain why the violations have not been addressed and what plan of action will be provided to ensure the violations are corrected and not repeated in the future. Failure to correct the violations will result in the facilities being brought in front of the Knox County Board of Health for a suspension of licensure hearing.

There are not many companies that provide mosquito control products for applying adulticide spray. However, I requested quotes from three companies(Clarke, Industrial Cleaner Company and Univar) for the Ultra Low Volume Cold Aerosol Generator and the mosquito adulticide. I feel the best company to purchase from is Clark Mosquito. At this time, they are the only company that provides both products that does not outsource the products from multiple companies. This allows for better customer service when dealing with any problems or issues in the future. Also, the products can be purchased at the same from one company, with one purchase order. We have ordered from Clarke in the past. The Ultra Low Volume Cold Aerosol Generator, Cougar Smart Flow for \$9,500.00 and 55 gallon drum of dual action mosquito adulticide, Duet for \$11,000.00 from Clarke Mosquito was written into the Mosquito Control Grant that was approved by the Ohio Environmental Protection Agency. The cost will be covered by the grant monies.

As of 04/19/2017, the property of 604 Smith Street, Mount Vernon, OH 43050, Clinton Twp. Parcel # 12-00626.000 has not yet abated orders to remove numerous solid waste debris, along with dog feces throughout the property. Sanitarian-In-Training, Kyle Shackle has visited this property numerous times and given abatement orders to properly dispose of the debris and feces. If the nuisances at the above mentioned property have not been cleaned up prior to 04/26/2017, the owner of the property has been informed that the property will be brought in front of the Knox County Board of Health for a public health nuisance hearing and failure to abide by the Board of Health orders will result in the matter being turned over to the Knox County Prosecutor's Office for legal action.

PLANNING, EDUCATION & PROMOTION

Pam passed out flyers promoting the Community Health Center to board members. She reminded the board of the upcoming rabies clinic and prescription drug round-up.

With Mary Derr gone, Alayna Anderson has taken over the Maternal Child Health Services Grant (MCHS). This includes monthly reporting. Alayna was already overseeing several components of the MCHS grant. In March, those efforts included the introduction of 5-2-1-0 at Dan Emmett Elementary and Centerburg Elementary.

Tami Ruhl has been working to get SNAP (food stamps) accepted at the Mount Vernon Farmers' Market. We have developed a brochure for KCJFS clients and participating vendors. We are creating a wooden token to be used for the purchase of food items.

As part of the Safe Communities (SC) grant, we had three Coffee with a Cop events in March. Two more are scheduled in May. Also, as part of SC, Alayna Anderson is coordinating a prom event at local high schools called Pizza with the Police which involve students dressing in prom wear and racing one another. Participants get pizza donated by Dominos. Local law officers will be on hand to promote safe driving behaviors.

Our recent promotional efforts included newspaper ads for Home Health, Environmental Health, Earth Day and a Highlight on Business page promoting all Health Department employees. There was a billboard for the Health Center and one on prevention of underage drinking which Ashely Didingler coordinated for KSAAT. We also created a flyer for the new Health Center and began distribution in the community.

HOME HEALTH

No verbal report.

Revenue for the division in March totaled \$75,723.225 with expenses totaling \$88,315.51 for a net LOSS of \$12592.26. This brings our YTD revenue to \$311,117.85. This averages profit at \$27,116.38 per month. Billing was not a focused area for the month of February resulting in negative profit margin for March, the month of April as of the 18th shows \$125,000.00 in revenue indicating this month will make up the negative revenue for March and will show profit in April. I have completed and sent the information to S&I Associates in order to complete our 2016 cost report.

- Referrals for the month 50
- Admissions for the month 34
- Census 85
- Ratio of Referrals to Admits 68% (reminder the division Goal is 85%)

Division Goal for the remainder of the year.

Increase our length of stay (LOS) for this agency.

YTD LOS = 65 days (increase of 5 days from February)

There has been a slow trend noted with regards to increased census these past 4 months, (largely due to housing people under the agency care for longer periods in order to better match national numbers). This month with census now at 85 active clients. This division continues to operate very well with the stability of staff offsetting the increased census trend.

COMMUNITY HEALTH CENTER

No verbal report.

Medical staff for the Center is in place and we are open to patients full time Monday through Friday. Dr. Larry Reed will serve as our medical director and will be at the Center eight hours each week. We have one nurse practitioner full time and will have another part time NP beginning soon. Our Dentist, Brandon Washington, began in mid-February and has a full schedule since that time. We can report the same for the dental hygienist. Both are ready to add another chair as soon as funds are available.

Primary care patients are beginning to increase as word of the center is spreading. Since our official opening the first week in April, primary care appointments have increased to 6 or 7 a day with a goal of as many as 16 – 18 with current staff. With media marketing rolling out and word of mouth spreading, we expect to be near the daily patient goal by end of year.

Administrative infrastructure continues to evolve with new policies and procedures drafted for approval and implementation.

WIC

No verbal report.

Our active caseload for March (estimated) decreased from February by 24 participants, after an increase of 22 the previous month. Our staff was more limited the last week of March due to bereavement leave. To improve our show rate, efforts are made to reschedule all participants who have missed appointments. Walk-ins are accommodated as possible. Also, plans are in place to begin "Walk-in Appointments" for Mondays starting in May, as several other counties have implemented this option. We are continuing plans for the annual WIC Baby Shower in April.

EMERGENCY PREPAREDNESS

- **Public Health Emergency Preparedness (PHEP)**
 - Update all POD security site sheets per ODH
 - Complete Ohio Point of Distribution (OPOD) within OhioGateway
 - Finalizing FY17 Grant – Due June 30th
 - Point of Contact for Material Safety Data Sheet (MSDS)

- **Knox County EMA**
 - Terrorism Annex update in progress

- **Health Care Coalition**
 - 330 Tourniquets pending disbursement to all Schools and First Responder Personnel
 - Four separate training dates have been set (April-May)

- **KCHD Operations**
 - Maintenance
 - Dave Chandler started April 4th
 - Primary focus on Health Center
 - Buckingham Electric
 - Started internal surveillance on primary electric panel

ADMINISTRATIVE SERVICES & OPERATIONS

Fiscal Office

March 2017 Budget Summary

- Revenue: Year-to-date revenue -- \$1,571,565.10 -- 29% of estimated revenue collected
- Expenditures: Year to date expenditures -- \$1,085,595.80 -- 20% of appropriations spent

- ❖ January 1, 2017 Cash Balance: \$1,129,725
- ❖ January 1, 2016 Cash Balance: \$920,529
- ❖ January 1, 2015 Cash Balance: \$690,715

- March 28, 2017 Cash Balance: \$1,615,494– up \$485,769 since January 1, 2017 (↑30%)
- March 28, 2016 Cash Balance: \$1,414,664
- March 28, 2015 Cash Balance: \$1,165,880

General Fund

- Revenue received year-to-date -- \$712,084 (50% of estimated revenue)
- Expenditures year-to-date -- \$305,073 (26% of estimated expenses)
- January 1, 2017 Cash Balance: \$526,806
- March 28, 2017 Cash Balance: \$832,499– up \$305,693 since January 1, 2017 (↑37%)
- March 28, 2016 Cash Balance: \$773,646
- March 28, 2015 Cash Balance: \$663,330

Environmental Health Restricted Funds

- Revenue received year-to-date -- \$154,662 (52% of estimated revenue)
- Expenditures year-to-date -- \$81,880 (27% of estimated expenses)
- January 1, 2017 Cash Balance: \$51,410
- March 28, 2017 Cash Balance: \$124,193 – up \$72,783 since January 1, 2017 (↑59%)
- March 28, 2016 Cash Balance: \$127,970
- March 31, 2015 Cash Balance: \$117,583

Special Revenue Funds

- Revenue received year-to-date -- \$426,633 (23% of estimated revenue)
- Expenditures year-to-date -- \$368,322 (20% of estimated expenses)
- January 1, 2017 Cash Balance: \$471,182
- March 31, 2017 Cash Balance: \$529,494 – up \$58,312 since January 1, 2016 (↑ 11%)
- March 31, 2016 Cash Balance: \$359,775
- March 31, 2015 Cash Balance: \$287,601

Grant Funds

- Revenue received year-to-date -- \$278,186 (45% of estimated revenue)
- Expenditures year-to-date -- \$229,003 (44% of estimated expenses)
- January 1, 2017 Cash Balance: \$80,326
- March 31, 2017 Cash Balance: \$129,509 – up \$49,183 since January 1, 2016 (↑38 %)
- March 31, 2016 Cash Balance: \$153,273
- March 31, 2015 Cash Balance: \$97,366

Notes to 2017 Budget Summary

❖ General Fund

- Our General Fund revenue received \$58,166.19 in Health Levy Rollback money and \$17,507.35 reimbursements from the Community Health Center.

❖ Environmental Health Restricted Funds

- Environmental Health 2018 Budgets for Swimming Pool and RV/Campground Funds had to be changed because they had a negative end balance, because these funds are not allowed to carry a balance. Swimming Pools I added estimated revenue of transfer in \$447.38 and RV/Campground I added estimated revenue of transfer in \$6615.

❖ Special Revenue Funds

- In March, Home Health revenue was down from last month because not as much was billed out and expenses were about the same. As of the end of March Home Health's cash balance is \$478,535.46.

❖ Grant Funds

The PHEP grant was given an additional \$9,896 for grant year 2017.

ACCREDITATION

No written report.

4.2. Health Commissioner

HEALTH COMMISSIONER REPORT

Julie shared with the board: the 2018 Ohio budget looks friendly towards public health, the BCMH program will remain the same with none of the proposed changes. General information on the current levy was handed out. The levy will be on the November ballot. Dr. Barry George will fill the medical physician member role on the board of health.

No written report.

5. Old Business

5.1 Approval of Concealed Carry policy, section 7.20 of the agency Personnel Policy Manual, effective April 26, 2017.

Amanda Rogers made a motion to approve as presented during the March 22, BOH meeting, the agency Concealed Carry policy, section 7.20 of the Personnel Policy Manual, effective April 26, 2017. Jeff Harmer seconded the motion; in the negative: none. The motion approved.

6. New Business

6.1. Finance

6.1.1. Income and Expense

Lee Rhoades made a motion to approve the income and expense report. Amanda Rogers seconded the motion; in the negative: none. The motion was approved.

| KNOX COUNTY GENERAL HEALTH DISTRICT RECEIPT & EXPENDITURE SUMMARY REPORT March 31, 2017 | | | | | | |
|---|-------------------------|-------------------|-------------------------|-------------------|-------------------------|---------------------------|
| FUND NAME | JAN. 1, 2017 BALANCE | March REVENUE | YEAR-TO-DATE REVENUE | March EXPEND. | YEAR-TO-DATE EXPEND. | March 31, 2017 BALANCE |
| District Health Fund | | | | | | |
| 801 - District Health Fund* | 526,806.12 | 96,960.95 | 712,083.54 | 106,458.66 | 406,390.69 | 832,498.97 |
| Environmental Health Restricted Funds | | | | | | |
| 805 - Swimming Pool Fund | 8,862.96 | 2.06 | 2.06 | 444.99 | 1,491.72 | 7,373.30 |
| 806 - Food Service Fund | 4,595.69 | 52,735.99 | 121,247.99 | 22,952.37 | 46,073.92 | 79,769.76 |
| 807 - Private Water Fund | 7,336.22 | 5,752.12 | 14,276.15 | 6,951.21 | 15,848.60 | 5,763.77 |
| 809 - Sewage Program Fund | 25,704.93 | 8,206.74 | 19,134.74 | 7,061.26 | 17,781.62 | 27,057.85 |
| 810 - RV Park/Camp Fund | 4,910.68 | 1.14 | 1.14 | 190.35 | 683.80 | 4,228.02 |
| Subtotal | 51,410.48 | 66,698.05 | 154,862.06 | 37,600.18 | 81,878.86 | 124,192.70 |
| Special Revenue Funds | | | | | | |
| 803 - Home Health Fund | 397,186.33 | 75,723.25 | 311,117.85 | 88,315.51 | 229,768.72 | 478,535.46 |
| 804 - Medical Clinic Fund | 59,436.99 | 22,063.31 | 66,748.54 | 42,592.10 | 101,434.23 | 24,751.27 |
| 815 - Dental Clinic Fund | 1,887.76 | 9,155.04 | 37,574.06 | 4,771.97 | 25,210.49 | 14,251.33 |
| 819 - Solid Waste Fund | 12,671.15 | 7.59 | 11,192.95 | 4,632.33 | 11,908.56 | 11,955.54 |
| Subtotal | 471,182.20 | 106,949.19 | 426,633.40 | 140,311.91 | 368,322.00 | 529,493.60 |
| Grant Funds | | | | | | |
| 808 - WIC Grant Fund | 9,034.59 | 21,936.79 | 79,426.48 | 28,622.42 | 70,705.49 | 17,755.58 |
| 811 - Creating Healthy Communities Grant Fund | 14,598.99 | 11,358.19 | 28,360.43 | 8,131.82 | 26,608.43 | 16,350.99 |
| 812 - Public Hlth Emergency Preparedness Grant Fund | 37,743.52 | 13.19 | 11,576.52 | 11,141.53 | 23,608.42 | 25,631.62 |
| 813 - MCH/CFHS Grant Fund | 12,283.82 | 2,242.10 | 16,231.40 | 3,919.19 | 14,167.28 | 14,347.94 |
| 814 - Community Health Center Grant Fund | 0.00 | 62,553.12 | 112,553.12 | 62,697.56 | 62,697.56 | 49,855.56 |
| 828 - Ebola Grant Fund | 3,665.35 | 0.92 | 0.92 | 629.32 | 1,185.55 | 2,480.72 |
| 830 - Drug Free Communities | 3,000.00 | 11,471.47 | 30,037.21 | 11,484.78 | 29,950.52 | 3,086.69 |
| Subtotal | 80,326.27 | 109,575.78 | 278,186.08 | 126,626.62 | 229,003.25 | 129,509.10 |
| TOTAL ALL FUNDS | 1,129,725.07 | 380,183.97 | 1,571,565.10 | 410,997.37 | 1,085,595.80 | 1,615,694.37 |

*Includes Health Levy, Political Subsidies, Vital Statistics, BCMH, Safe Communities Grant, Pladon Grant, United Way Grant and Mosquito Control Program.

6.1.2. Transfers/Cash Advances – Resolution #2017-07

RESOLUTION #2017-07

Medical Clinic Fund

- 1. Transfer \$800 from 804.1510.50401 to 804.1510.50103 (Other Expense to PERS)**
- 2. Transfer \$100 from 804.1510.50104 to 804.1510.50106 (Workers Comp to Insurance)**

Laura Haberman made a motion to approve Resolution #2017-07. Laura Barbuto seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Kelly Bailey, Amanda Rogers, Laura Haberman, Ron Moder, Laura Barbuto, Jeff Harmer and Lee Rhoades in the negative; none. The motion was approved.

6.2. Personnel

6.2.1. Approval to hire Heather Day, RN, Public Health Outreach Director, and Director of Nursing (DON), effective April 24, 2017.

Lee Rhoades made a motion to approve the hiring of Heather Day, RN, Public Health Outreach Director, and Director of Nursing (DON), effective April 24, 2017. Amanda Rogers seconded the motion; in the negative: none. The motion was approved.

6.2.2. Approval to hire seasonal employee Hayden Frazee, up to 40 hours/week, effective May 17, 2017 – August 25, 2017.

Laura Haberman made a motion to approve the hiring of Hayden Frazee, up to 40 hours/week, effective May 17, 2017 – August 25, 2017. Laura Barbuto seconded the motion; in the negative: none. The motion approved.

6.2.3. Approve the role of Lane Belangia, COO of the Community Health Center to CEO of the Community Health Center, effective April 1, 2017.

Jeff Harmer made a motion to approve the role of Lane Belangia, COO of the Community Health Center to CEO of the Community Health Center, effective April 1, 2017. Amanda Rogers seconded the motion; in the negative: none. The motion approved.

6.3. Contracts

6.3.1. Accept the contract with e-Clinical Works for the electronic medical record software, effective, May 1, 2017.

Jeff Harmer made a motion to accept the contract with e-Clinical Works for the electronic medical record software, effective, May 1, 2017. Laura Barbuto seconded the motion; in the negative: none. The motion was approved.

6.3.2. Accept the contract with Group One Healthsource Billing Services, effective May 1, 2017, pending legal counsel approval.

Laura Haberman made a motion to Accept the contract with Group One Healthsource Billing Services, effective May 1, 2017, pending legal counsel approval. Amanda Rogers seconded the motion; in the negative: none. The motion was approved.

6.3.3. Approval of MOU with Kenyon College and the Knox County Health Department for educational enrichment and collaboration opportunities by supporting the research and service learning needs of the community partner in the areas of substance abuse education and peer-to-peer interaction between students, effective August 24, 2017 to December 15, 2017.

Jeff Harmer made a motion to approve the MOU with Kenyon College and the Knox County Health Department for educational enrichment and collaboration opportunities by supporting the research and service learning needs of the community partner in the areas of substance abuse education and peer-to-peer interaction between students, effective August 24, 2017 to December 15, 2017. Laura Barbuto seconded the motion; in the negative: none. The motion was approved.

6.3.4. Approval of the contract between the Knox County Board of Health and New Directions for the purpose of: The Drug Free Communities (DFC) Grant coordinator of the Knox County Health Department will work simultaneously with the DELTA FOCUS project coordinator (DFPC) of New Directions to plan, advise and work with TAC, Teen Advisory Council, Knox County's youth-led prevention group, maximum \$5,000, to be paid by the Drug Free Communities grant, effective, April 27, 2017 to September 29, 2017.

Kelly Bailey made a motion to approve the contract between the Knox County Board of Health and New Directions for the purpose of: The Drug Free Communities (DFC) Grant coordinator of the Knox County Health Department will work simultaneously with the DELTA FOCUS project coordinator (DFPC) of New Directions to plan, advise and work with TAC, Teen Advisory Council, Knox County's youth-led prevention group, maximum \$5,000, to be paid by the Drug Free Communities grant, effective, April 27, 2017 to September 29, 2017. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

6.4. Board Approvals

6.4.1. Approval to Purchase Ultra Low Volume Cold Aerosol Generator, Cougar Smart Flow for \$9,500.00 and 55 gallon drum of duel action mosquito adulticide, Duet for \$11,000.00 from Clarke Mosquito.

Jeff Harmer made a motion to Purchase Ultra Low Volume Cold Aerosol Generator, Cougar Smart Flow for \$9,500.00 and 55 gallon drum of duel action mosquito adulticide, Duet for \$11,000.00 from Clarke Mosquito. Amanda Rogers seconded the motion. in the negative; none. The motion was approved.

6.4.2. Acceptance of referral arrangement agreement between the Knox County Community Health Center and The Knox County General Health District, dba, Knox

County Health Department, effective April 14, 2017.

Jeff Harmer made a motion to accept the referral arrangement agreement between the Knox County Community Health Center and The Knox County General Health District, dba, Knox County Health Department, effective April 14, 2017. Amanda Rogers seconded the motion; in the negative: none. The motion was approved.

6.5. Board Re-Organization

6.5.1. Election of Officers

Jeff Harmer made a motion to elect Eric Siekkinen as Board of Health President for 2017-2018. Laura Haberman seconded the motion. Jeff Harmer moved to close the nominations. Laura Haberman seconded the motion; in the negative: none. The motion was approved.

Jeff Harmer made a motion to elect Ron Moder as Board of Health President Pro-Tem for 2017-2018. Laura Haberman seconded the motion. Jeff Harmer moved to close the nominations. Laura Haberman seconded the motion; in the negative: none. The motion was approved.

6.5.2. Approval of Board of Health meeting schedule-Day and Time

Jeff Harmer made a motion the regular meeting of the Board of Health be held every fourth Wednesday of each month at 6:30 p.m. All meetings will be held in the Health Department conference room. Laura Haberman seconded the motion; in the negative: none. The motion approved.

6.5.3. Approval of Board Compensation – Meeting and Travel

Laura Haberman made a motion to approve to keep the meeting and travel compensation the same as 2016-2017. Attendance at each meeting is compensated at \$20/meeting. There will not be any compensation for travel. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

6.5.4. Approval of Board Committees, Personnel, Finance, Environmental Health and Home Health.

Jeff Harmer made a motion to approve the Board Committees. Laura Haberman seconded the motion; In the negative: none. The motion was approved.

6.6. Board Information (Non-action items)

Health Commissioner has signed the following:

- 6.6.1.** Contract renewal with the Laurels of Mount Vernon for Physical, Occupational, and Speech Therapy services, \$75.00 per Physical, Occupational, or Speech Therapy Visit (includes mileage reimbursement) \$90.00 per Physical Therapy Visit (includes mileage reimbursement) for visits that occur while Physical Therapist is supervising the Knox County Health Department's Physical Therapy Assistant. (same rate as last year), \$45.00 per Physical or Occupational Therapy Visit performed by a Physical Therapist Assistant (PTA), or Occupational Therapist Assistant (COTA) and \$35.00 per Physical or Occupational Therapy Visit performed by a Physical Therapist Assistant (PTA), or Occupational Therapist Assistant (COTA) for visits that

occur while Physical Therapist employed by the Knox County Health Department is supervising the PTA or COTA employed by the Laurel's, effective April 1, 2017 to March 31, 2018.

- 6.6.2. Agreement with S & I Associates \$1,250/year (same as last year) for consulting services in the Home Health division.
- 6.6.3. Contract agreement between the Ohio Department of Health and the Knox County Health Department for the purpose of participating in the Ohio STD Screening Project, by providing approved STD tests, effective July 1, 2017 through June 30, 2018.

7. Executive Session

Jeff Harmer made a motion to enter into executive session for purposes of personnel and compensation at 7:43 p.m. Laura Haberman seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Lee Rhoades, Kelly Bailey, Laura Barbuto, Jeff Harmer, Amanda Rogers, Ron Moder, and Laura Haberman; in the negative: none. The motion was approved.

At 8:45 p.m. Jeff Harmer made a motion to return to regular session. Ron Moder seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Lee Rhoades, Amanda Rogers, Ron Moder, Kelly Bailey, Jeff Harmer, Laura Barbuto and Laura Haberman; in the negative: none. The motion was approved.

8. Adjournment

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

The Board meeting adjourned at 8:46 p.m.



Julie Miller, RN, MSN
Health Commissioner



Eric Siekkinen, RPh,
Board President