

November 17, 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 for staff and guests only. The following were in attendance:

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

1. Convention

1.1. Call to Order

Jeff Harmer called the meeting to order at 6:40 p.m.

1.2. Acceptance of Agenda

Jeff Harmer made a motion to amend the agenda to add section 4.4.5. approval to accept roofing bid. Eric Siekkinen, RPh seconded the motion; in the negative: none. The motion was approved.

Eric Siekkinen, RPh, made a motion to accept the amended agenda. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

1.3. Approval of the minutes for October 20, 2021 Board of Health meeting.

The minutes of the regular meeting held October 20, 2021 were reviewed and accepted. Barb Brenneman made a motion to approve the minutes. Amanda Rodgers, DVM seconded the motion; in the negative: none. The motion was approved.

1.4. Approval of Bills

Eric Helt made a motion for the Approval of Bills. EJ Pido seconded the motion; in the negative: none. The motion was approved.

1.5. Public Participation

There was no public participation.

2. Hearing/Reading/Regulations

2.1 Approval of household sewage treatment system variance for Jenny Rutter at 5717 Morgan Center Road, Mount Vernon, OH 43050, Morgan Township Parcel # 51-00513.000 to install a new upgraded system for an existing residence where the 150" length of effluent leaching lines per the design outlined in Ohio Administrative Code 3701-29-15(N)(2) cannot be met, therefore additional lines at 100" will be required to meet the total absorption area.

Diane Goodrich made a motion to approve household sewage treatment system variance for Jenny Rutter at 5717 Morgan Center Road, Mount Vernon, OH 43050, Morgan Township Parcel # 51-00513.000 to install a new upgraded system for an existing residence where the 150" length of effluent leaching lines per the design outlined in Ohio Administrative Code 3701-29-15(N)(2) cannot be met, therefore additional lines at 100" will be required to meet the total absorption area. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

2.2. Approval of household sewage treatment system variance for Balcom Rentals LLC at 27780 Coshocton Road, Howard, OH 43028, Butler Township Parcel # 08-00920.001 to allow installation of a new household sewage treatment system where the distribution pipe from the home to the septic tank and treatment area 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).

Amanda Rogers, DVM, made a motion to approve household sewage treatment system variance for Balcom Rentals LLC at 27780 Coshocton Road, Howard, OH 43028, Butler Township Parcel # 08-00920.001 to allow installation of a new household sewage treatment system where the distribution pipe from the home to the septic tank and treatment area 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). Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

2.3 Approve Resolution 2021-11 to declare 28820 Cotrell Road, Frazeyburg, OH 43822, Jackson Township Parcel # 36-00361.001 a household sewage treatment system public health nuisance.

Eric Helt made a motion to approve Resolution 2021-11 to declare 28820 Cotrell Road, Frazeyburg, OH 43822, Jackson Township Parcel # 36-00361.001 a household sewage treatment system public health nuisance. EJ Pido seconded the motion: On the roll call the following voted in the affirmative: Jeff Harmer, President Pro Tem, Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, Amanda Rogers, DVM, EJ Pido, and Jason Whaley; in the negative: none. The motion was approved.

Eric Helt exited the meeting room at 6:45p.m.

3. Special Reports

3.1. Board Report-

Jeff Harmer, President recognized the finance team for their amazing work performance and the sub committees for helping out.

Eric Helt stepped back into the meeting room at 6:49p.m.

3.2. Leadership Team

Deputy Health Commissioner – Zach Green

Zach reviewed the roof bids with the board members. The board selected 614 Exterior, LLC. because of the warranty provided better coverage. Even though this wasn't the lowest bid the cost comparison document identified why the lowest bidder was not chosen. The project estimate for the cost of the roof is \$48,027.70.

Zach also recognized Tina Cockrell, Interim Health Director for guiding her team with all the COVID clinics.

Accreditation

- Submitted webinar recording to PHAB, 22-minute presentation covered the CHA and CHIP during COVID, lessons learned and challenges, and highlighted our work with Kenyon College to conduct virtual focus groups via Facebook. Submitted to PHAB on Nov. 1.
- Carmen presented on the CHA and CHIP, mostly covering the CHIP Priority Areas, to County Commissioners, Kiwanis, and Rotary. In the process of scheduling other groups and agencies to present to. The goal is to keep people informed of the goals on the CHIP to encourage more collaboration on the Action Steps and/or involvement in KHPP in general.
- Completed copies of both the CHA and CHIP have been uploaded to your shared folder.
- Accreditation Domain Leaders have all been briefed on the changes to the PHAB Standards & Measures, they also have had one-on-one meetings to discuss their domains in detail with the Accreditation Coordinator.

Facility/Maintenance

- A public notice was posted in the local newspaper, agency website, and lobby for open bids regarding the main site shingled roof. Due to the cost of the project, it has been brought to our attention a public notice is warranted.
 - Open meeting to the public will be 11/17 @6pm before BOH training to read the submitted proposals.
- Adjusted furnace from over firing from main site.
- Investigating issues with the current HVAC system, regarding extreme differences in temperatures between rooms on the same flow.
- Ongoing issues with the security system at the main site. This may need to be replaced in the near future.
- A full-time maintenance position is currently posted

Public Health Emergency Preparedness (PHEP)

- COVID-19:
 - Fairground COVID/Flu Clinic, nearly 400 doses administered
 - Planning on holding COVID/Flu Clinic at Energy Field House for teaching staff & general public
 - Will be assisting Kenyon with COVID vaccinations for students and staff, planning assumption over 1,000 doses will be needed
 - Modified quarantine protocol now includes a “Test to Play” option.
- PHEP Grant:
 - Full-time PHEP position is currently posted
 - Complete E/L/K 449: Train the Trainer course. (Allows individuals to teach FEMA and Ohio Emergency Management Courses)
 - Held Winter Weather Preparedness training for all staff.

Fiscal Supervisor Report – Katie Hunter

Katie introduced Hannah Oliver to the Board of Health. Hanna has been with Knox Public Health for 1 year now in Accounts Payable. She is currently transitioning to grants moving forward. Katie stated she has been encouraging staff members to come to a Board Meeting.

- The Final Audit Report was released on November 3rd 2021. The reports are located in the BOH folder for you to review.
 - Corrective Action Plan was issued in reference to the Health Center for the procurement process. The process of getting the required numbers of quotes or completing a sole source justification was not followed for the vendor that was audited. The policy was changed at the end of 2020 to increase the dollar amount that requires additional quotes.
 - Management Letter was issued for failure to show proof of why an executive session was held for a Board of Health Meeting in February 2020.

KNOX COUNTY GENERAL HEALTH DISTRICT									
BUDGET HIGHLIGHTS									
October 31, 2021									
	October Revenue			October Expense			October Cash Balance		
	2021	2020	2019	2021	2020	2019	2021	2020	2019
District Health Fund									
801 - District Health Fund*	82,995.86	109,808.20	31,664.85	194,610.10	184,186.26	156,024.37	2,384,337.74	2,029,365.71	854,123.17
Environmental Health Restricted Funds									
805 - Swimming Pool Fund	0.00	7,500.00	0.00	274.28	291.97	37.90	6,448.80	9,615.01	2,172.94
806 - Food Service Fund	1,604.00	946.00	10,862.00	17,272.39	9,781.48	14,280.93	62,253.23	33,077.34	6,151.89
807 - Private Water Fund	5,666.10	6,672.00	5,860.52	6,401.33	6,320.47	5,793.24	18,521.43	7,762.63	4,045.60
809 - Sewage Program Fund	8,917.00	8,129.00	11,583.00	7,695.57	7,908.82	11,327.50	49,789.40	17,348.97	10,940.85
810 - RV Park/Camp Fund	0.00	0.00	0.00	1,531.33	323.27	70.29	466.68	5,622.98	833.76
Subtotal	16,187.10	23,247.00	28,305.52	33,174.90	24,626.01	31,509.86	137,479.54	73,426.93	24,145.04
Special Revenue Funds									
803 - Home Health Fund	0.00	0.00	41,071.28	0.00	0.00	24,339.91	0.00	0.00	830,475.63
819 - Solid Waste Fund	7,239.22	7,364.57	7,128.91	3,112.84	1,581.00	2,946.97	12,326.13	11,696.20	16,182.58
Subtotal	7,239.22	7,364.57	48,200.19	3,112.84	1,581.00	27,286.88	12,326.13	11,696.20	846,658.21
Grant Funds									
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	0.00	21,147.31	48,412.57	23,613.10	20,688.28	25,052.90	17,462.36	20,191.29	40,087.50
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	7,758.56	6,892.70	14,477.98	7,367.02	7,498.85	12,866.97	31,819.52	29,179.91	34,086.54
812 - PHEP Grant Fund FY July 1 - June 30	7,440.00	13,195.44	1,630.72	4,522.06	3,646.68	4,743.60	46,991.79	34,930.58	9,639.80
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	4,000.00	8,550.00	30,220.17	2,817.97	907.63	13,652.32	102,630.51	62,399.94	56,558.05
814 - Community Health Center Grant FY April 1 - Mar 31	406,724.82	271,383.44	315,978.87	331,176.67	219,450.52	176,669.25	1,267,988.33	261,938.18	179,751.95
830 - Drug Free Communities FY Oct. 1 - Sept. 30	7,285.68	2,921.06	11,862.30	9,972.25	9,788.45	11,714.96	6,945.09	5,000.00	4,387.16
Subtotal	433,209.06	324,089.95	422,582.61	379,469.07	261,980.41	244,700.00	1,473,837.60	413,639.90	324,511.00
TOTAL ALL FUNDS	539,631.24	464,509.72	530,753.17	610,366.91	472,373.68	459,521.11	4,007,981.01	2,528,128.74	2,049,437.43

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

HUMAN RESOURCES – Joyce Frazee, HR Director

Recruiting efforts continue to fill the administrative assistant positions in the Community Health Center, Drug Free Communities Program Coordinator, Maintenance/Facility Coordinator, Licensed Independent Social Worker, and the Public Health Emergency Preparedness Program Coordinator. Five of the positions are vacant or will be vacated by the first of the year because staff have resigned.

- **Information Technology (IT) – Nothing to report at this time**
- **Vital Statistics – Nothing to report at this time.**

PUBLIC INFORMATION OFFICER – Pam Palm, Director

Communication & Marketing

- We featured the Health Center’s Lindsey Gilkey, CNP, in the Veteran’s Day banner promotion in downtown Mount Vernon. Lindsey served six years in the U.S. Air Force working as a transport nurse in Afghanistan. Her military background has helped Health Center patients with questions about the Veterans Affairs medical insurance and connecting them with specialty resources.
- To improve communication among our ever-growing staff, we have launched an internal website (or portal). The new platform includes a calendar of events, message board, employee spotlight, H.R. information, overview of agency programs/services and board of health meeting agenda and minutes. The new site is part of the computer start-up (along with email and staff calendar) and will automatically open when an employee logs on to their computer.
- There have been numerous opportunities recently on social media to feature pictures of the staff, including wearing pink for breast cancer prevention, participating in The Great Apple Crunch and Health Education Week. The photos garner positive engagement from the public.

- Using COVID-relief funding, we purchased vaccination card holders to be given to everyone receiving a COVID-19 vaccination. The plastic holders are clear on one side allowing for easy viewing when proof of vaccination is required.
- At the request of PHAB (Public Health Accreditation Board) Alayna Mowry and Carmen Barbuto recorded a video to explain Knox County's Community Health Assessment and Community Health Improvement Plan. The 22-minute video highlights data collection, community partnerships and the planning process.

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

Nate informed the board members the property at 11299 Lower Green Valley Road that was declared a public health nuisance during the October board of health meeting is still in the same condition. The property owner has four days to abate the public health nuisance. Failure to comply with the orders will result in the property being handed over to the Knox County Prosecutor's Office for legal action.

- A household sewage treatment system variance application was provided by Jenny Rutter for 5717 Morgan Center Road, Mount Vernon, OH 43050, Morgan Township Parcel # 51-00513.000 in order to upgrade an existing system. The design for the updated system requires three lines at 150 ft.in length Per Ohio Administrative Code 3701-29-15(N)(2). With how the parcel is mapped out, the lines cannot meet the 150 ft. length parameter and will only be able to be at 100 ft. in length. By adding additional lines, the total absorption area will be able to be achieved for an adequate treatment area with additional area for a secondary treatment area if necessary in the future. Due to the providing additional lines at a shorter required distance, a variance is required.
- A household sewage treatment variance application was provided by Balcom Rentals LLC for 27780 Coshocton Road, Howard OH 43028, Butler Township Parcel # 08-00920.001 in order to install a new septic system. The outlet pipe from the residence will need to go under an existing driveway in order to get to the septic tank and primary and secondary leach field locations and cannot meet the isolation requirements outlined in Ohio Administrative Code 3701-29-06(G)(3)(a) and a variance will be required.
- Sewage program staff have been working with the property owner at 28820 Cotrell Road, Frazeytsburg, OH 43800, Jackson Township Parcel # 36-00361.001 regarding a failing septic system that is creating a public health nuisance. At this time, a new septic tank, lift station and repair work to the existing leach field has been partially completed. To date, the system is discharging to the surface and is creating a public health nuisance. If the system is not completely repaired prior to the November 17, 2021 board of health meeting, the property will be on the agenda as a resolution to declare a public health nuisance due to the failing system. A certified letter has been sent to the owner and he is aware that the work must be completed prior to the meeting. Sewage program staff will be going back out on Tuesday, November 10th and as often as needed prior to the meeting to check on the status of the completed work. If a nuisance still exists, this property will be added to the November meeting agenda. I will provide updates and pictures prior to the board meeting if the work is not completed.

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

Cyndie informed the board members that the caseload and reports from October are incorrect. As soon as she receives a notice they have been corrected, she will let everyone know.

Knox County WIC caseload was 685 participants for October 2021 (a decrease of 24). Referrals included “5” to the Mommy & Me Smoking Cessation program and “9” to the CHC (6 Adults, 1 infant, and 2 children).

- It has been determined that the “Risk Code” report for babies born early and prenatal equal to or under 17 years of age has not been accurate as reported since January 2021. State WIC has been notified and continues to work on a “fix.” Unchanged.
- “Curb-side services” continue as our method of service for WIC participants during the month of October/November. Due to the recent increase in Covid-19 cases we are temporarily not open to in-person appointments for prenatals, post-partum/breastfeeding moms and their infants. Waivers are extended until mid-April, 2022.
- Our breastfeeding initiation rate for WIC moms is 55.5%. (This stat is current through August 2021). There are currently 31 exclusively breastfeeding moms and 22 partially breastfeeding moms for a total of 53 breastfeeding moms receiving WIC nutrition benefits and breastfeeding support.
- 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 will be distributed in November to area providers and community partners.
- WIC participated in the Help Me Grow Fall Festival on October 1st which was very well attended.
- Our annual informational baby shower is planned for later in November as a “Baby Shower in a Bag” since Covid-19 restrictions continue. Other agencies and programs that are participating have provided information of interest for new moms to be included in the bags. Many beautiful hand-made items have been also donated by “Sew Special” of Danville and “Newborns in Need” from Newark for our WIC moms and infants.
- Catie Hayes, WIC Admin. Assist., is facilitating a WIC QI project to increase our caseload to 805 during FY22. Additional community partners have been identified and expanded outreach is planned for the near future.

PUBLIC HEALTH EDUCATORS AND NURSES – Tina Cockrell, Director

Safe Communities

- 3 fatalities to report the week of October 31-November 6. Brings year total to 6 with 2 months remaining (fatalities for 2020 - 6, 2019 - 7, 2018 - 13)

Maternal & Child Health

- nothing to report at this time

Tobacco Prevention & Cessation

- 11 new clients for October - highest number enrolled so far this year (64 Total for 2021)
- Submitted 2022 United Way Investment application - request for \$25,000 for tobacco cessation

Drug Free Communities - Knox Substance Abuse Action Team

- 8 Narcan Kits were distributed in October with 8 people being trained
- Teen Advisory Council prepared a peer survey their goal is to gather responses from 1,000 youth
- Drug Take Back Day collected just over 96lbs of unwanted medications
- Pride Surveys (*Population Research in Identity and Disparities for Equality*) have been sent to the schools. The PRIDE survey is a national survey instrument used since 1982. In Knox County we conduct the survey every 2 years. Data from the survey provides us with information to plan our prevention strategies. We will receive data in January 2022

Creating Healthy Communities - Get Healthy

Participated in the Great Lakes Apple Crunch 2021

What is the Crunch? Celebrate National Farm to School Month by collectively purchasing and crunching into locally and regionally grown apples at NOON on Thursday, October 14th, 2021. Then share photos from your Crunch on social media!

- KPH Workplace Wellness Event
- Wellness Team provided locally grown apples for each KPH location
- Staff “crunched” at noon and submitted photos for Alayna to post on the Get Healthy Knox County website
- GHKC partners worked with local pre-school and elementary school to provide apples in the classrooms for participation in the “Crunch”

Take Off Pounds Sensibly (TOPS) Club Presentation

Club members submitted nutrition questions and Tami provided a Q&A session at the October TOPS meeting at Faith Lutheran Church.

Website

- Nearly 30,000-page views on our website for October
- Over 6,100 news users to our website

Other

- Submitted \$10,000 application to United Way for Knox Hygiene and Puberty School Program

DIRECTOR OF NURSING, Lisa Dudgeon, R.N.

No written report.

COMMUNITY HEALTH CENTER – Lane Belangia, CEO

Lane gave a special acknowledgement to his Administrative Assistant, Kristi Thomas, who has been here at Knox Public Health for one year. Kristi spoke a little about herself to the board. Stated she is a veteran, was a chef in the Air National Guard, and currently resides in Howard. She is married with two children who attend East Knox Schools.

Lane stated the Community Health Center is currently doing flu & COVID clinics for children, ages 5-11. He also stated that the LUMA Health Contract upgrades that hit ECW this month ended up not needing LUMA Health contracts

- The Health Center Fund and Project Income will pay for the interior remodel work totaling \$36,000.00
- GYTD fund balance at an all-time high. Over \$ 1.2 million
- Approval to bring into the scope of the Health Center newly acquired practice to occur in the upcoming months.
- Part-time clinic hours to begin at the MVNU Medical Clinic.

MEDICAL DIRECTOR-DR RON MARTINSON

Dr. Martinson shared the COVID surge is trending downhill currently. It is hitting people now in their high 20's, mid 30's. Dr. Martinson stated we are expecting a 5th COVID surge after Thanksgiving weekend. He stated we just need to ride COVID out.

3.3 Health Commissioner

HEALTH COMMISSIONER - Julie Miller, R.N., M.S.N.

Julie encouraged the Board members to look at the article in the Board of Health Folder tilted, "To Abstain or not to Abstain."

She also encouraged Board members to review our 2021 Community Health Improvement Plan.

Julie stated that Health Center is doing a good job with vaccination clinics.

Chris Smith, Director of Cox Health & Counseling Center at Kenyon, contacted Julie via email to thank KPH for helping to provide the 730 vaccinations to the Kenyon Community on November 17, 2021.

Julie gave kudos to the WIC staff program that we support out of the general fund.

Julie informed the Board that the Health Inequity Workgroup is working on the action steps of the Board's Health Inequity statement.

Carmen Barbuto, Accreditation Coordinator is currently developing a plan for educating staff on health inequity and social determinants of health.

Julie is currently working on a statement/paper or other document on the reduction of violence in our community. She is working with Lori Jones, Executive Director of New Directions on the potential development of a combined statement between both of our boards - KPH & New Directions.

Julie also shared that she has completed a leadership development folder that includes information on the history of Knox Public Health, funding, levy, and other leadership topics. She plans to utilize the packet with the Deputy Health Commissioner and then the Leadership team and potentially the Board of Health.

- I have not had any communication from the Land Bank regarding the Cooper Progress Campus property.
- Zach and I did meet with local realtor, Dave Gore, and reviewed our current space needs. Mr. Gore asked good questions and is currently looking into land, existing buildings and potential for leased space. I plan to follow up with Mr. Gore next week.
- The process of acquiring the local medical practice is moving forward. There will be more about this at the Board of Health meeting in Executive Session.
- Executive session will be requested for Property Acquisition and Contracts
- I am humbled to tell you that the Knox Board of County Commissioners has provided \$1,000,000 (yes, 1 million) of their American Rescue Plan Act funds to KPH. This funding comes to us for our mission to serve the underserved individuals in our community and for those who struggle with access to care. We have received 1/2 of this amount already and will receive the 2nd half after the first of the year.
- I have almost completed the information I have been putting together for the Deputy Health Commissioner and Leadership Team development. The topics include history of public health, history of our health department, Health Commissioner responsibilities, funding, levy requests, ethics, and other misc. leadership topics. I just remembered I need to add strategic planning.
- I have revised the agency organizational chart once again. This revision will show a change back to having an agency Finance Director and breaking out the duties of our fiscal responsibilities between 2 supervisors and general staff. There are additional changes better aligning the health center with the public health programs. As soon as we have a well-done draft of the chart a copy will be provided to you.
- I have not completed anything new on the Health Inequity statement since our meeting in October. I will meet with the Health Inequity Work Group out of KHPP in December to develop our goals and communication strategies.

4. New Business

4.1 Finance

4.1.1. Income and Expense

EJ Pido made a motion to approve the income and expense report. Jason Whaley, seconded the motion; in the negative; none. The motion was approved.

KNOX COUNTY GENERAL HEALTH DISTRICT							
RECEIPT & EXPENDITURE SUMMARY REPORT							
October 31, 2021							
FUND NAME	JAN. 1, 2021 BALANCE	OCTOBER REVENUE	YEAR-TO-DATE REVENUE	OCTOBER EXPEND.	YEAR-TO-DATE EXPEND.	October 31, 2021 BALANCE	
District Health Fund							
801 - District Health Fund*	1,964,545.39	82,995.86	2,368,783.06	194,610.10	1,948,990.71	2,384,337.74	
Environmental Health Restricted Funds							
805 - Swimming Pool Fund	9,393.61	0.00	10,188.00	274.28	13,132.81	6,448.80	
806 - Food Service Fund	47,466.18	1,604.00	164,017.50	17,272.39	149,230.45	62,253.23	
807 - Private Water Fund	6,908.01	5,666.10	69,600.20	6,401.33	57,986.78	18,521.43	
809 - Sewage Program Fund	30,206.76	8,917.00	113,039.00	7,695.57	93,456.36	49,789.40	
810 - RV Park/Camp Fund	5,334.24	0.00	6,706.50	1,531.33	11,574.06	466.68	
Subtotal	99,308.80	16,187.10	363,551.20	33,174.90	325,380.46	137,479.54	
Special Revenue Funds							
819 - Solid Waste Fund	1,781.70	7,239.22	36,046.08	3,112.84	25,501.65	12,326.13	
Subtotal	1,781.70	7,239.22	36,046.08	3,112.84	25,501.65	12,326.13	
Grant Funds							
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	36,493.79	0.00	223,476.63	23,613.10	242,508.06	17,462.36	
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	24,508.68	7,758.56	88,317.22	7,367.02	81,006.38	31,819.52	
812 - PHEP Grant Fund FY July 1 - June 30	35,870.00	7,440.00	65,965.76	4,522.06	54,843.97	46,991.79	
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	62,310.68	4,000.00	64,000.00	2,817.97	23,680.17	102,630.51	
814 - Community Health Center Grant FY April 1 - Mar 31	301,734.94	406,724.82	3,872,831.60	331,176.67	2,906,578.21	1,267,988.33	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	1,242.53	7,285.68	111,139.44	9,972.25	105,436.88	6,945.09	
Subtotal	462,160.62	433,209.06	4,425,730.65	379,469.07	3,414,053.67	1,473,837.60	
TOTAL ALL FUNDS	2,527,796.51	539,631.24	7,194,110.99	610,366.91	5,713,926.49	4,007,981.01	

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

4.1.2. Transfers/Cash Advances

Diane Goodrich made a motion to approve the transfer and cash advance report Resolution 2021-12. Eric Siekkinen, RPh, seconded the motion. On the roll call following voted in the affirmative: Jeff Harmer, President Pro Tem, Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, Amanda Rogers, DVM, Eric Helt, EJ Pido, and Jason Whaley; in the negative: none. The motion was approved.

4.1.3. Approval of FY2022 permanent appropriations.

EJ Pido made a motion to approve FY2022 permanent appropriations. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

4.2 Personnel

4.2.1 Accept the resignation of Terri Hillier, Registered Environmental Health Specialist, effective October 31, 2021.

Jason Whaley made a motion to accept the resignation of Terri Hiller, Registered Environmental Health Specialist, effective October 31, 2021. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.2 Accept the resignation of Ashton Bowens, License Social Worker, effective, November 26, 2021.

Amanda Rogers, DVM made a motion to accept the resignation of Ashton Bowens, effective November 26, 2021. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.2.3 Approval to hire Baylee Ruggles, Drug Free Communities Program Coordinator, effective January 3, 2022.

Eric Siekkinen, RPh, made a motion to approve the hire of Baylee Ruggles, Drug Free Communities Program Coordinator effective January 3, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.3 Contracts

4.3.1 Approval of the personal services contract with CareXM, LLC for afterhours call services for patient usage, effective January 3, 2022 through January 2, 2023 not to exceed \$5,500 annually.

Eric Siekkinen, RPh, made a motion to approve the personal services contract with CareXM, LLC for afterhours call services for patient usage, effective January 3, 2022 through January 2, 2023 not to exceed \$5,500 annually. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.3.2 Approval of the memorandum of understanding with Mount Vernon Nazarene University for clinical referrals effective November 4, 2021 with no monetary value.

Amanda Rogers, DVM made a motion to approve the memorandum of understanding with Mount Vernon Nazarene University for clinical referrals effective November 4, 2021 with no monetary value. EJ Pido seconded the motion; in the negative: none. The motion was approved.

4.3.3 Approval of MOU with RX Abuse Leadership Initiative (RALI) for the donation of Deterra Kits for no monetary compensation, effective November 17, 2021 and remains ongoing.

Amanda Rogers, DVM made a motion to approve MOU with RX Abuse Leadership Initiative (RALI) for the donation of Deterra Kits for no monetary compensation, effective November 17, 2021 and remains ongoing. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

4.4 Board Approvals

4.4.1 Approval of American Rescue Plan Act (ARPA) funding from Knox County Commissioners in the amount of \$500,000 to assist with improving access to care for underserved Knox County residents.

Amanda Rogers, DVM, made a motion to approve American Rescue Plan Act (ARPA) funding from Knox County Commissioners in the amount of \$500,000 to assist with improving access to care for

underserved Knox County residents. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

4.4.2 Approval to participate in Knox County Commissioners health benefit, dental benefit, and vision benefit plan, with percentage of premiums paid as presented, effective January 1, 2022 through December 31, 2022.

Eric Helt made a motion to approve to participate in Knox County Commissioners health benefit, dental benefit, and vision benefit plan, with percentage of premiums paid as presented, effective January 1, 2022 through December 31, 2022. EJ Pido seconded the motion; in the negative: none. The motion was approved.

4.4.3. Accept additional funding from ODH for Covid19 Enhanced Operations in the amount of \$240,000.

Barb Brenneman made a motion for approval to accept additional funding from ODH for Covid19 Enhanced Operations in the amount of \$240,000. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

4.4.4. Approval to pay dental premium increase for currently enrolled employees, maximum annual amount, \$1992.24.

Amanda Rodgers, DVM made a motion to approve to Approval to pay dental premium increase for currently enrolled employees, maximum annual amount, \$1992.24. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.4.5. Approval of roof proposal from 614 Exterior, LLC., in the amount of \$48,027.70.

Eric Siekkinen made a motion to approve the roof proposal from 614 Exterior, LLC., in the amount of \$48,027.70. EJ Pido seconded the motion; in the negative: none. The motion was approved.

4.5. Board Information (Non-action Items)

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

- Lease Agreement with the Knox County Board of DD for the use of the south section of the DD parking lot, effective November 1, 2021 through December 31, 2023, for an annual amount of \$1000.
- Contractual Agreement with Charles E. Harris & Associates, Inc. for the next board meeting is December 15, 2021 @ 6:30 p.m. 3 financial statement preparation, effective January 1, 2022 through December 31, 2025, not to exceed \$700 with an additional \$50 each consecutive year.
- Extended lease agreement with Knox Community Hospital to lease premises commonly known as 809 Coshocton Avenue, Suite C, Mount Vernon, OH, for a basic annual rent of \$1.00, effective January 1, 2022 through December 31, 2022.

5. Executive Session

At 7:38. p.m. EJ Pido made a motion to enter into executive session for property acquisition and personnel. Eric Siekkinen, RPh seconded the motion. Julie Miller, Zach Green, and Lane Belangia was asked to stay for the session. On roll call the following voted in the affirmative: Jeff Harmer, Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, Amanda Rogers, DVM, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

At 8:12p.m. EJ Pido made a motion to return to regular session. Barry George seconded the motion. On the roll call the following voted in the affirmative: Jeff Harmer, Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, Amanda Rogers, DVM, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

EJ Pido made a motion to authorize the health commissioner to collaborate with the Knox County Commissioners to purchase Moore Family Practice and Walk-In Clinic pending development of contract by legal counsel approval. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

Eric Helt made a motion to authorize the health commissioner to enter into a potential lease agreement for property owned by Knox Co. Prosperities at 781 Fairgrounds Road, Mount Vernon with legal counsel approval.

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

EJ Pido made a motion to increase the annual salary of the Deputy Health Commissioner from \$78,000 to \$80,000 effective in the next pay period after this meeting. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

6. Adjournment

Being no further business, EJ Pido made a motion to adjourn the meeting. Barry George, MD seconded the motion. On the roll call the following voted in the affirmative: Jeff Harmer, Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, Amanda Rogers, DVM, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

The Board meeting adjourned at 8:15p.m.

Jeff Harmer
Board President

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