

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

Board Members:	Knox County Public Health / Health Center:
Wythe, Mike, Pro-Tem	Green, Zach Health Commissioner
Hawkins, Todd, Treasurer	Schacht, Shauna CEO
Tazewell, Peg, Secretary	Gilley, Stacy, Behavioral Health Supervisor
Bailey, Kelly	Khalil, Angie Administrative Assistant
Boucher, Tonya	Rodway, Nancy MD, CEO
Laughlin, Jeff	Hulse, Aimee Business Office Supervisor
Lenthe, Jim	Walker, Harlow, Behavioral Health Councilor
Absent:	Absent:
Nixon, Jay, President	Hamm, Kaitlyn Dental Director
White, Bruce	Hunter, Katie, Fiscal Director
Lenthe, Jim	Frazer, Joyce HR Director
	Snyder, Nanette, Clinical Director
	Mantel, Shanea Finance
Guest:	Sylvester, Deanar, QI/QA Director
Lance Weaver	
Jennifer Wobbecke-Guthrie	

1. Convention

1.1. Call to Order

The Meeting was called to order by Mike Wythe, at 11:32 AM.

1.2. Acceptance of the Agenda

Tonya Boucher made a motion to approve the agenda. Jeff Laughlin seconded the motion: in the negative; none. The motion was approved.

1.3. Approval of March 19, 2025 KCCHC Board Minutes

Tonya Boucher made a motion to approve the March 19, 2025 KCCHC Board Minutes. Kelly Bailey seconded the motion; in the negative; none. The motion was approved.

1.4. Public Participation

2. Special Reports

- 2.1. Chief Medical Officer – Dr Rodway
- 2.2. Clinical Director Report – Nan Snyder
- 2.3. QI Director Report – Deanar Sylvester
- 2.4. Dental Director Report – Kaitlyn Hamm
- 2.5. Behavioral Health Director Report – Stacy Gilley
- 2.6. Finance– Shanea Mantel

- 2.7. CEO Report – Shauna Schacht**
- 2.8. Health Commissioner – Zach Green**
 - **Measles Update**

Zach Green reported we currently have 20 confirmed cases in Knox County and 2 more suspected cases. Local Fire/EMS have buggies on standby to transport children to Akron's Children Hospital if needed. We look for the outbreak to continue through summer. KPH has decided to waive the \$15 administration fee at this time for the MMR vaccine.

Kelly Bailey asked if we have since an up tick in MMR vaccines. Zach reported that we have. KPH administered 39 vaccines yesterday at a Measles clinic.

3. New Business

3.1. Finance

3.1.1. Income and Expenses

Tonya Boucher made a motion to approve the Income and Expenses. Jeff Laughlin seconded the motion; in the negative; none. The motion was approved.

3.1.2. Accept the 2025 – 2026 KCCHC Budget

Tonya Boucher made a motion to accept the 2025 – 2026 KCCHC Budget. Todd Hawkins seconded the motion; in the negative; none. The motion was approved.

3.2. Personnel

3.2.1. Recommend the approval to hire Sadie Sanders, Patient Service Representative effective April 14, 2025.

Peg Tazewell made a motion to approval to hire Sadie Sanders, Patient Service Representative effective April 14, 2025. Kelly Bailey seconded the motion; in the negative; none. The motion was approved.

3.3. Contracts - None

3.4. Board Reorganization

3.4.1. Election of Officers

Peg Tazewell made a motion to discuss the annual election of officers. Kelly Bailey seconded the motion; in the negative; none. The motion was approved.

The Board unanimously agreed that the current slate of officers shall remain unchanged for the upcoming term. The existing officers will continue to serve in their respective roles.

Jay Nixon – President
Mike Wythe – Pro Tem
Peg Tazewell – Secretary
Todd Hawkins - Treasurer

3.4.2. Approval of Co-Applicant meeting schedule – Day and Time, May FY25 – April FY26.

Kelly Bailey made a motion to review the proposed Co-Applicant meeting schedule for May FY25 – April FY26. Tonya Boucher seconded the motion; in the negative; none. The motion was approved.

The Board unanimously approved the schedule as presented. Meetings will remain the 3rd Thursday of the month at 11:30 AM in the large conference room at Knox Public Health. Zach Green reported that the BOH and Co-Applicant may have a combined meeting in the fall and that meeting would be in the evening.

3.5. Board Approvals

3.5.1. Approve the appointment of the consumer member, Lance Weaver effective April 16, 2025 for a five-year term.

Todd Hawkins made a motion to approve appointment of the consumer member, Lance Weaver effective April 16, 2025 for a five-year term. Tonya Boucher seconded the motion; in the negative; none. The motion was approved.

3.5.2. Approve the appointment of the consumer member, Jennifer Wobbecke-Guthrie effective April 16, 2025 for a five-year term.

Tonya Boucher made a motion to approve appointment of the consumer member, Jennifer Wobbecke-Guthrie effective April 16, 2025 for a five-year term. Kelly Bailey seconded the motion; in the negative; none. The motion was approved.

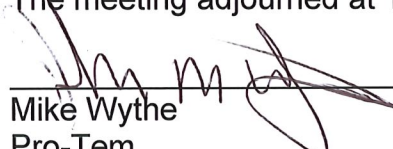
4. Board Information Non-Action Items

- **Personnel**
 - Termination on contract with Melissa Valentine, LPCC, effective April 25, 2025.
- **Knox Public Health Update**
 - Strategic Plan in board folder
 - Emotional Health Forum April 29 2025
 - If you are interested in joining the Capital Campaign see Zach Green. Board training May 21, 2025.
 - Todd Hawkins has when the Capital Campaign will be launched? Zach reported he wanted the committee formed by the end of the 2025 and started campaigning by 3rd Qtr 2026.

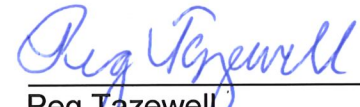
5. Adjournment

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

The meeting adjourned at 12:09 PM.



Mike Wythe
Pro-Tem



Peg Tazewell
Secretary