



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:
Jay Nixon, President	Lane Belangia, CEO
Mike Wythe, Pro-Tem	Zach Green, Health Commissioner
Peg Tazewell, Secretary	Deanar Sylvester, Clinical Director
Todd Hawkins, Treasurer	Katie Hunter, Fiscal Director
Bruce White	Nan Snyder, QI/QA Coordinator
Kelly Bailey	Stacey Robinson, Fiscal Supervisor
Lori Perkins-Jones	Shanea Mantel, Admin Assistant
Jim Lenthe	Kristi Thomas, Admin Assistant
Patricia Burdette	
Absent:	Absent:
Linda Hillier	Martinson, Ron, MD
	Gilley, Stacy, Behavioral Health Supervisor, Zoom
Guest:	West, Jessica, Dental Supervisor
Jeff Laughlin	Mowry, Alayna, Communications Coordinator

1. Convention

1.1. Call to Order

1.2. Acceptance of the Agenda

1.3. Approval of August 18, 2022 and September 15, 2022 KCCHC Board Minutes

1.4. Public Participation

- Jeff Laughlin, Consumer
- Bill Raison

1.5. Strategic Planning – Bill Raison

- Vision
- Core Values
- Organizational Culture
- SWOT analysis (Strengths/Weaknesses/Opportunities/Threats)
- Key Themes
 - Access to Care
 - Facilities
 - Community Outreach
 - Expansion of Services
 - women’s health
 - pediatric dental services
 - mental health
 - Workforce Planning

- Staffing plan
- Complete the C-Suite
- Employee Retention
- Strategic Alignment
- Disciplines of Execution
 - Focus on the one thing that will move the goal forward
 - Act on the lead measures
 - Keep Score
 - Cadence of Accountability

2. Special Reports

- **QI Supervisor Report – Nan Snyder**

For more detailed information, see Attachment 1 – [QI Report](#)

- **Clinical Supervisor Report – Deonar Patterson**

For more detailed information, see Attachment 2 – [Clinical Report](#)

- **Dental Supervisor Report – Jessica West**

For more detailed information, see Attachment 3 – [Dental Report](#)

- **Behavioral Health (BH) Supervisor Report – Stacy Gilley**

For more detailed information, see Attachment 4 – [BH Report](#)

- **Finance – Stacey Robinson**

For more detailed information, see Attachment 5 – [Expense and Revenue Report](#)

For more detailed information, see Attachment 6 – [Finance Report](#)

- **CEO Report – Lane Belangia**

In addition to the written report, Lane Belangia reported:

- Capital Funding Award sealed bids were reviewed at the Board of Health meeting
- Concrete work at Knox County Dental will start October 21, 2022

For more detailed information, see Attachment 7 – [CEO Report](#)

3. New Business

3.1. Finance

3.1.1. Income and Expenses

Jim Lenthe made a motion to approve the Income and Expenses for September 2022. Todd Hawkins seconded the motion; in the negative: none. The motion was approved.

3.2. Contracts - None

3.3. Board Approvals

3.3.1. Approve and accept the 2023-2024 Strategic Plan and Workplan Review.

Jim Lenthe made a motion to approve and accept the 2023-2024 Strategic Plan and Workplan Review. Bruce White seconded the motion; in the negative: none. The motion was approved.

3.3.2. Accept the resignation of Ann Tope, consumer member, for the Knox County Community Health Center Co-Applicant Board, effective September 15, 2022.

Bruce White made a motion to accept the resignation of Ann Tope, consumer member, with regret. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

3.3.3. Approve the appointment of the consumer member, Jeff Laughlin effective October 20, 2022 for a five-year term.

Mike Wythe made a motion to approve the appointment of the consumer member, Jeff Laughlin effective October 20, 2022 for a five-year term. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

3.3.4. Approve the out-of-state travel to Ypsilanti, Michigan, for Lauren Sanders, November 2, 2022 through November 5, 2022 for Treating Trauma & PTSD: A New Frontier of Scientific Evidence and practical Interventions conference.

Bruce White made a motion to approve the out-of-state travel to Ypsilanti, Michigan, for Lauren Sanders, November 2, 2022 through November 5, 2022 for Treating Trauma & PTSD: A New Frontier of Scientific Evidence and practical Interventions conference. Mike Wythe seconded the motion; in the negative: none. The motion was approved.

3.4. Board Non-Action Items

3.4.1. CEO recommended to the Board of Health that they approve the out-of-state travel to Orlando, Florida, October 6, 2022 through October 9, 2022 for Nanette Snyder and Deanar Sylvester with an estimate value of \$2,000. The out-of-state travel was approved.

3.4.2. CEO has signed:

- Agreement renewal with Burgie MediaFusion LLC., for marketing services with a monetary value not to exceed \$12,600, effective November 1, 2022 through April 30, 2023, renewing automatically every six months – pending legal approval.
- MOA renewal between WIC and KCCHC for no monetary value, and is effective October 1, 2022- September 30, 2027.
- MOA renewal between the Knox County General Health District Board and the Knox County Community Health Center Board for Board oversight effective October 1, 2022 and remains ongoing.

- Approval of the contract with The Inline Group LLC., for candidate sourcing services with a monetary value not to exceed \$30,000, effective upon service initiation for a 12-month period.

3.4.3. BOH has approved the following hires that are budgeted and opened/vacant within the Knox County Community Health Center:

- Georgette Burritt, LICDC, LSW, effective August 29, 2022
- Schenly Wheeler, Admin Assistant, effective August 29, 2022
- Tia Ball, LPN, effective September 6, 2022
- Adam Proper, RN (Clinical Supervisor) effective September 26, 2022
- Angela Shroyer, LPN, effective October 3, 2022

3.4.4. BOH has accepted the following resignations within the Knox County Community Health Center:

- Shelly Smith, LPN, effective September 16, 2022
- Chelsea Link, LPN, effective September 30, 2022
- Whitney Maynard, CMA, effective October 7, 2022

4. Old Business

4.1. Finance

4.1.1. Income and Expenses August 2022

Peg Tazewell made a motion to approve the August 2022 Income and Expenses. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

4.2. Contracts – None

4.3. Board Approvals

4.3.1. Approve the Co-Applicant Bylaws with modifications.

Jim Lenthe made a motion to approve the Co-Applicant Bylaws with modification. Lori Jones-Perkins seconded the motion; in the negative: none. The motion was approved.

4.3.2. Accept the approval of the annual Knox Public Health Agency Fiscal Manual.

Mike Wythe made a motion to accept the approval of the annual Knox Public Health Agency Fiscal Manual. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

4.3.3. Approve the credentialing and granting full privileges to Georgette Burritt, LICDC, LSW, as a Licensed Independent Chemical Dependency Counselor and Licensed Social Worker within the Community Health Center, effective October 1, 2022 through September 30, 2024.

Todd Hawkins made a motion to approve the credentialing and granting full privileges to Georgette Burritt, LICDC, LSW, as a Licensed Independent Chemical Dependency Counselor and Licensed Social Worker within

the Community Health Center, effective October 1, 2022 through September 30, 2024. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

4.3.4. Approve the Re-Credentialing and granting Privileges to practice in the Knox County Community Health Center starting October 1, 2022 through September 30, 2024 for the following:

- *Dawn Priest, LISW-S*
- *Chris Remy, LISW-S*
- *Amy Schuman, RDH*
- *Laura Nance, RDH*

Bruce White made a motion to approve the Re-Credentialing and granting Privileges to practice in the Knox county Community Health Center starting October 1, 2022 through September 30, 2024 for Dawn Priest, LISW-S; Chris Remy, LISW-S; Amy Schuman, RDH; Laura Nance, RDH. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

5. Knox Public Health Update

Zach Green reported:

- House Bill 463
- Senate Bill 324
- Knox Public Health Levy (November 8th)
- Facilities Committee Update

6. Adjournment

Having no further business Peg Tazewell made a motion to adjourn the meeting. Mike Wythe seconded the motion; in the negative: none. The motion was approved.

The meeting adjourned at 12:31p.m.

Jay Nixon, President

Mike Wythe, Pro-Tem