



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:
Lenthe, Jim	Belangia, Lane, CEO
Nixon, Jay, President	Miller, Julie, Health Commissioner
Tope, Ann	Robinson, Stacey, Fiscal Supervisor
Hawkins, Todd, Treasurer	Gilley, Stacy, Behavioral Health Supervisor, Zoom
Perkins-Jones, Lori, Zoom	Mowry, Alayna, Communications Coordinator
Bailey, Kelly	Thomas, Kristi, Administrative Assistant
Tazewell, Peg, Secretary	
Burdette, Patricia	Absent:
Wythe, Mike, Pro-Tem	Snyder, Nanette, QI/QA
	West, Jessica, Dental Supervisor
	Patterson, Deanar, Clinical Supervisor
Absent:	Martinson, Ron, MD, Zoom
White, Bruce	
Hillier, Linda	Guest:

1. Convention

1.1. Call to Order

The Meeting was called to order by President Jay Nixon, at 11:33 a.m.

1.2. Roll call was done by Kristi Thomas, Admin Assistant, at 11:34 a.m.

1.3. Acceptance of the Agenda

Ann Tope made a motion to approve the agenda. Jim Lenthe seconded the motion: in the negative; none. The motion was approved.

1.4. Approval of March 17, 2022 KCCHC Board Minutes

Ann Tope made a motion to approve the March 17, 2022 KCCHC Board Minutes. Jim Lenthe seconded the motion; in the negative; none. The motion was approved.

1.5. Public Participation - None

2. Special Reports

2.1. Communications

No additions to the written report.

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

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

2.2. QI Supervisor Report

No additions to the written report.

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

2.3. Clinical Supervisor Report

No additions to the written report.

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

2.4. Dental Supervisor Report

No additions to the written report.

For more detailed information, see Attachment 5 – [Dental Report](#)

2.5. Behavioral Health (BH) Supervisor Report

No additions to the written report.

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

2.6. Finance

In addition to the written report: The Moore Family Practice on the Finance Report is both the Moore Family Practice and the Walk-In Clinic. The Co-Applicant Board will start seeing the enhanced reimbursement for patients. March was the end of the grant year. On the Expense and Revenue Report the Health Center did expense all main grant funds. The only funds to carry over for the new grant year were the Hypertension Grant funds. This grant is seeing issues across the board due to the stipulations put on how the money is spent.

For more detailed information, see Attachment 7 – [Expense and Revenue Report](#)

For more detailed information, see Attachment 8 – [Finance Report](#)

For more detailed information, see Attachment 9 – [Budget Highlights](#)

2.7. CEO Report

In addition to the written report: Changes have been made from the prosecuting attorney's office. The liability insurance is no longer viable with the health center providers so we are revisiting this with all contracted employees and contractors.

For more detailed information, see Attachment 10 – [CEO Report](#)

3. New Business

3.1. Finance

3.1.1. Income and Expenses

Mike Wythe made a motion to accept the KCCHC March 17, 2022 Income and Expenses. Ann Tope seconded the motion: in the negative; none. The motion was approved.

3.2. Contracts - None

3.3. Board Approvals

3.3.1. Approval of Initial Credentialing and Granting Privileges to practice in the Knox County Community Health Center starting May 1, 2022 through April 30, 2024 for the following:

- Elvana Muka, APRN-CNP
- Sarah Davis, LSW
- Deborah Hurt, LSW

Ann Tope made a motion to approve the Initial Credentialing and Granting Privileges to Elvana Muka, APRN-CNP, Sarah Davis, LSW, and Deborah Hurt, LSW. Jim Lenthe seconded the motion: in the negative; none. The motion was approved.

3.3.2. Accept the approval for out of state travel for the Community Health Center including: Lane Belangia, Lillian Collins, Stacey Robinson, Katie Hunter, Deanar Patterson, Stacy Gilley and Nan Snyder to Boston for an eClinical Works conference from May 23, 2022 through May 25, 2022.

Peg Tazewell made a motion to accept the approval for out of state travel for the Community Health Center. Ann Tope seconded the motion; in the negative: none. The motion was approved.

4. Board Information Non-Action Items

4.1. CEO has signed:

- MOA (Memorandum of Agreement) with Jessica Singrey, LPCC for peer review of mental and behavioral health charts, with no monetary value from May 1, 2022 through April 30, 2023.
- MOA with KAT for transportation services with a yearly maximum of \$1,500, effective April 15, 2022 through April 14, 2024.
- MOA with The Freedom Center for substance abuse treatment referrals, as needed, effective May 1, 2022 through May 1, 2024.
- Contract with Dimension Healthcare Consulting to provide cost reporting services for the Knox County Community Health Center for Medicaid, Medicare and Alternative Payment Methods at \$140/hour with an annual maximum of \$14,000, effective May 1, 2022 through April 30, 2023.
- Health Commissioner has signed: Approval of the Memorandum of Understanding with the Ohio Municipal Court Department of Adult Probation for Mental Health and/or Substance Abuse Services with a reimbursement rate of \$2,857.14 per month, not to exceed \$20,000 per year, starting December 1, 2021 through June 30, 2022.

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

- Janet Jones, Administrative Assistant starting April 11, 2022
- Michelle Row, CHC Office Coordinator starting April 30, 2022

4.3. BOH has approved the following resignations and terminations within the Knox County Community Health Center:

- Sammy Hunter, Administrative Assistant, April 1, 2022

5. Knox Public Health Update

Julie Miller reported:

- Board of Health (BOH) reorganization happened at the March board meeting. President is Jeff Harmer and President Pro-Tem is now Jason Whaley.
- The BOH Manual is still being reviewed by the BOH
- The BOH Committees were assigned at the April BOH meeting:
Finance/Workforce/Performance Management/Facilities
- A realtor has been looking into properties for the agency, Co-App Board will shortly be joining the BOH to discuss this in the future.
- BOH heard from wellness committee and recommended assisting with payment for fitness center/app memberships for employee wellness – Board will vote on this next month (May).
- The Levy Committee will be formulating to put on the levy ballot Thursday, May 5 at the Ramser 4-H building.

In addition to the Knox Public Health Update: Patricia Burdette volunteered to join the Personnel Committee to help with the CEO evaluation next month. Personnel committee will meet prior to the May meeting at 11:00a.m. Julie Miller stated that she will be sending the assessment form to the committee members.

6. Adjournment

Having no further business, Jay Nixon motioned that the meeting adjourns. Jim Lenthe requested a motion be made to adjourn the meeting. Ann Tope seconded the motion: in the negative; none.

The meeting adjourned at 12:12p.m.

Jay Nixon
President

Mike Wythe
Pro-Tem