



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
Hawkins, Todd, Treasurer	Gilley, Stacy, Behavioral Health Supervisor, Zoom
Bailey, Kelly	Mowry, Alayna, Communications Coordinator
Tazewell, Peg, Secretary	Thomas, Kristi, Administrative Assistant
Burdette, Patricia	Snyder, Nanette, QI/QA
Wythe, Mike, Pro-Tem	Nichols, Lisa, Dental Assistant
	Row, Michelle, Admin Supervisor
Absent:	
White, Bruce	Absent:
Perkins-Jones, Lori, Zoom	West, Jessica, Dental Supervisor
Tope, Ann	Martinson, Ron, MD
Hillier, Linda	Patterson, Deanar, Clinical Supervisor
	Robinson, Stacey, Fiscal Supervisor
Guest:	
Deb Garry, Registered Nurse	
Bill Raison, The Raison Group	

1. Convention

1.1. Call to Order

The Meeting was called to order by President Jay Nixon, at 11:31 a.m.

1.2. Roll call was done by Kristi Thomas, Admin Assistant, at 11:32 a.m.

1.3. Acceptance of the Agenda

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

1.4. Approval of May 19, 2022 KCCHC Board Minutes

Peg Tazewell made a motion to approve the May 19, 2022 KCCHC Board Minutes. Jim Lenthe seconded the motion; in the negative; none. The motion was approved.

1.5. Public Participation

- Deb Garry, RN from Mount Vernon Nazarene University
- Lisa Nichols, DA from Knox County Community Health Center

2. Special Reports

- **Communications**

In addition to the written report:

- Sub-committee for the Health Center Week Planning has begun. The goal is to have the event at the Hiawatha Water Park, August 12, 2022, from 5:00p.m.-8:00p.m.

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

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

- **QI Supervisor Report**

No additions to the written report.

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

- **Clinical Supervisor Report**

No additions to the written report.

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

- **Dental Supervisor Report**

No additions to the written report.

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

- **Behavioral Health (BH) Supervisor Report**

No additions to the written report.

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

2.1. Finance

No additions to the written report.

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](#)

2.2. CEO Report

In addition to the written report:

- Bill Raison spoke about the Strategic Planning Meeting. There was good participation and discussion among the Board of Health and the Co-Applicant Board members. Bill will prioritize the key themes discussed for the next Strategic Planning Meeting.

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

3. New Business

3.1. Finance

3.1.1. Income and Expenses

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

3.2. Contracts - None

3.3. Board Approvals - None

4. Board Information Non-Action Items

4.1. CEO has signed:

- Contract with Amy Schuman for dental hygienist services with a monetary value of \$35/hour and a yearly max of \$30,000 effective July 1, 2022 through June 30, 2023.
- MOU with Catalyst Life Services for sign language interpretation effective July 1, 2022 through June 30, 2023 with a monetary value of \$70/hour for services rendered.

The following conversation was recorded:

***Jim Lenthe:** If there is someone on staff that knows sign-language, can we them for interpretation services instead of paying for Catalyst Life Services?*

***Lane Belangia:** If the employee is helping check-in the patient and helping fill out the paperwork, yes, we can utilize a staff member. If the patient is going behind closed doors with a provider, the employee can't be utilized as a sign-language interpreter.*

***Nan Snyder:** The interpreter's that are used are fluent in medical knowledge and that's why they are utilized when we have deaf patients come into the Health Center.*

5. Knox Public Health Update

Zach Green reported:

- Recognized Nan Snyder for her hard work with the Clinics when the power outages happened this week.
- Compensation plan update has been approved by the Board of Health with a 4% cost of living increase.
- The levy has been accepted and as of June 15, 2022, it has been sent to the Board of Elections and will be put on the ballot for 1 mil (second increase in 30 years).
- New Information Technologist started and has already shown to be a good asset to the agency.

Julie Miller thanked the Co-Applicant Board for their hard work in making the Health Center what it is today. She said good bye to the board and wished Zach good luck in the future.

6. Adjournment

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

The meeting adjourned at 12:04p.m.

Jay Nixon
President

Mike Wythe
Pro-Tem