

January 23, 2019

The Board of Health of the Knox County Health District held its regular meeting, at the Health Department conference room in Mount Vernon. The following were in attendance:

BOARD MEMBERS	STAFF
Eric Siekkinen, RPh.	Julie Miller, Health Commissioner
Ronald Moder, Pro-Tem	Pam Palm, Planning, Education & Promotion Director
Laura Haberman, RN	Lorraine Bratton, DON, PHO Director
Lee Rhoades	Cyndie Miller, RD, WIC Director
Barb Brenneman	Lane Belangia, CHC CEO
Kelly Bailey	Joyce Frazee, HR Supervisor
Jeff Harmer	
	GUESTS
ABSENT	Jackie Jones, Ohio State University Student
Dr. Amanda Rogers, DVM	Chuck Martin, Mount Vernon News
Barry George, MD	
Stacey Robinson, Fiscal Supervisor	
Nate Overholt, EH Director	

1. Convention

1.1. Call to Order

Eric Siekkinen called the meeting to order at 6:32 p.m.

1.2. Acceptance of Agenda

Ron Moder made a motion to accept the agenda. Laura Haberman seconded the motion; in the negative: none. The motion was approved.

1.3. Approval of the minutes for, December 26, 2018 Board of Health meeting.

The minutes of the regular meeting held, December 26, 2018 were reviewed and accepted. Lee Rhoades made a motion to approve the minutes. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

1.4. Approval of Bills

Laura Haberman made a motion the accounts payable be approved and payment authorized with the itemized list becoming by reference a part of the minutes. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

January 2019

801 - General Fund	48,373.59
803 - Home Health Fund	2,567.98
806 - Food Service Fund	168.00
807 - Private Water Fund	1,897.66
808 - WIC Grant	24.98
809 - Sewage Program Fund	525.25
811 - Creating Healthy Communities Grant	8,000.00
812 - Public Hlth Emergency Preparedness Grant	149.34
813 - MCH/CFHS Grant	680.00
814 - Community Health Center Grant	54,408.07
830 - Drug Free Communities	725.00

Total **\$117,519.87**

THEN & NOW

801 - General Fund	16,535.02
803 - Home Health Fund	596.25
807 - Private Water Fund	1,438.60
809 - Sewage Program Fund	525.25
812 - Public Hlth Emergency Preparedness Grant	149.34
814 - Community Health Center Grant	28,371.76

Total **\$47,616.22**

1.5. Public Participation

Jackie Jones, Nursing Student from OSU attended the meeting in order to meet class requirements.

2. Board Reports

Eric Siekkinen recognized Julie for receiving the Women In Business Leadership award through the Chamber of Commerce.

3. Hearings/Readings/Regulations

3.1. Approval for variance of Household Sewage Treatment System Installer Registration for Quality Excavating & Construction, 696 State Route 39, Perrysville, OH 44864, effective January 23, 2019.

Lee Rhoades made a motion to approve the variance of Household Sewage Treatment System Installer Registration for Quality Excavating & Construction, 696 State Route 39, Perrysville, OH 44864, effective January 23, 2019. Jeff Harmer seconded the motion.

Jeff Harmer made a motion to amend the effective date to January 25, 2019. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

4. Special Reports

4.1. Quarterly Statistics Report – 4th quarter

Carmen Barbuto, Quality Improvement Coordinator, reviewed the 4th quarter statistics. She reported that this report is slightly different as it allows for year-to-year comparisons, not everything is comparable since we started collected statistics a little differently this year. So, at the end of 2019 we will be able to do a large scale comparative review from year-to-year. Other areas of gathered statistics reviewed in further detail were the following:

- birth/death records in general and she noted Teen births went down.
- Watching the rate of smoking mothers as it is high but with the work from Mike & Alayna in CCI and Baby and Me programs, hoping it will continue to decrease.
- Reviewed the cause of death on death certificates – not capturing true information and how can we teach the Doctors the importance of what reason is given for cause of death. Julie mentioned the training for doctors/funeral home directors.
- EH statistics stayed consistent
- WIC caseload is down compared to 2017

- **There was a decrease in a lot of communicable diseases including chlamydia and gonorrhea, additional communicable disease from 2018 included pertussis and Hep A - both to watch into 2019**
- **265 smoking cessation clients in 2018, over double the 2017 #**
- **Over double # of traffic fatalities in 2018**
- **Increased usage of mental/behavioral services and dental continues to be the most used service out of the center**

4.2. Leadership Team

ENVIRONMENTAL HEALTH

Renewal applications were sent out for household sewage treatment system installers, septage haulers and service providers. No work can be completed until bonding information is submitted and approved from the Ohio Department of Health, along with application approval from the Knox County Health Department.

On December 19, 2018 a meeting was held between Environmental Health Director Nate Overholt, Registered Sanitarian Suzanne Dapprich, Mount Vernon City Schools Superintendent Bill Seder and Mount Vernon City Schools Director of Maintenance Rick Shaffer to discuss school inspections performed in 2018 at the city school facilities. During this meeting, a plan of action was discussed for repairs within multiple school buildings within the district. Follow-up inspections will be completed in the Spring of 2019.

A meeting was held on January 10, 2019 with representatives from Hunan Garden, Kim Rose of Critchfield, Critchfield and Johnston, Chip McConville and Brian Morgan from the Knox County Prosecutor's Office and Environmental Health Director Nate Overholt. At the meeting a translator was present via a conference call phone to discuss the facilities plan of action to eliminate critical violations at the food service operation. The facility is utilizing a check off list and temperature log to ensure that the facility is well maintained and food safety practices and procedures are followed. It was decided that bi-weekly inspections will be held at the facility until the environmental health director feels that the facility can go to monthly inspections and then hopefully bi-annual inspections. If continued critical violations are found at facility, the food service operation will be brought in front of the Knox County Board of Health for a hearing on a possible suspension or revocation of licensure.

PLANNING EDUCATION & PROMOTION

Pam Palm shared:

- **Ribbon cutting for the all-inclusion playground will be scheduled sometime in April, weather will play a factor in the date picked. Through the Creating Healthy Communities grant, Tami Ruhl worked with the Board of Developmental Disabilities to make this project a reality. The playground is located at Memorial Park in Mount Vernon.**
- **Bike repair stations will be installed this spring**
- **In conjunction with the health center food vouchers will be available through Food RX. This program promotes healthy foods.**
- **Received the MCH grant for \$45,000 – this grant promotes nutritional health among youth**
- **Elisa Becket will be attending CTTS training to become a tobacco specialist.**

COMMUNITY HEALTH CENTER

Medical and Dental Health Services

The UDS report is being completed this month for submission planned the end of the month, our QI/QA consultant and operational consultant, (Michelle Layton and Jen Genua) will be on site the 22nd and 23rd to review the UDS data and operations of the health center to prepare for this submission.

After submissions we will be able to compare two consistent years of data and more clearly see what areas we are meeting need and what areas we should improve to meet health care needs for our patients serviced in the center. If any of you have questions for either consultant please submit to me via email or phone message.

Dr. John Cheek DDS is scheduled to begin services in the center on Jan 31st; he is working as an oral surgeon (extracting teeth) in the center 2 to 4 days per month. I am also in discussions with other local providers to help fill the void when our current dentist has left after January 14th.

New Reporting

We had a conversation with our grant writer Lowell Raison of The Raison Group regarding our Service Area Competition Application submitted last November. During the discussion we also reviewed the Danville location as being developed as a new satellite site. He suggested we submit for a New Access Point for Danville rather than open as a satellite location. He is in the data review stages for the area; I will provide a verbal update for Danville during our next meeting.

Katie Hunter will share with the CHC board a new development in billing related to the Medicaid Wrap payment for immunizations. Centerprise was able to test, bill, and receive reimbursement for immunizations with wrap payments. They also received written approval from Medicaid confirming the ability to be reimbursed for wrap payments when immunizations are given to any Medicaid beneficiary in an FQHC.

The 340B pharmacy program is set to become active February 1st of 2019. We will report on this program quarterly regarding the usage of the program and revenue tied to the program. We will be reviewing our strategic plan from last year and prepare to complete our next plan which will coincide and be part of the Health Departments Plan, as you may recall we did a SWOT analysis with a representative from Management Resources in October. From this meeting a draft strategic plan was produced for the Health Department. The plan does address the Health Center in general as a division of the Health Department but does not speak to specific points HRSA will expect to see in a Health Center's Strategic Plan. Our Center can merge our required strategies for planning for capital expenditure and oversight of financial management in order to align the two entities plans and be more efficient annually.

You will see in this month's packet a copy of our current By-laws, please review before February meeting. We will be renewing the By-laws or revising based on the board's decision/input. This is an annual item needing reviewed, documented in our minutes as a board authority and oversight perspective according to the compliance manual from HRSA. I have reviewed the By-laws and do not feel there is a need for changes at this time as we just revised them in March to prepare for the On-site Visit in April of 2018. The current version was deemed appropriate by the site visitors.

WIC

Caseload decreased by 6 participants from November 2018 which includes **29** automatic categorical terminations (**6**, 5 year olds; **17** postpartum moms; **6** BF moms). Our numbers were affected by the closure of the clinic for holidays and moving days during the month of November.

Beginning in 2018, our stats include the number of prenatal participants who have a nutritional risk code for pregnant at a young age (less than or equal to 17 years of age, December 2018 – **4**). Stats also include the number of infants born early (now designated as less than or equal to 37 weeks gestation, December 2018 – **51** or **15.7% of our infants currently on the program**).

"Holiday Eating for the Health of It" series was canceled after 5 sessions due to poor attendance, in part due to the busy schedules during the holiday season. Another series will be presented in the first quarter of next year utilizing an existing group – our breastfeeding support group of moms. Making plans for National Nutrition Month in March.

PUBLIC HEALTH OUTREACH

Lorraine Bratton shared an update to the Hepatitis A outbreak:

- 10 cases – 5 confirmed – 3 related – 7-58 year olds affected
- Amish population in the NW corner of Knox County which is close to Morrow County

KCHD was awarded \$7,125 in August to purchase Naloxone for the Project Dawn Project. We ordered 101 kits and received them this month.

Our Hepatitis A outbreak continues. We had 2 more suspected cases in December, a 30 year old and a 7 year old.

EMERGENCY PREPAREDNESS & OPERATIONS

During the last month, the Public Health Emergency Preparedness (PHEP) grant obtained approval from Ohio Department of Health for the Emergency Response Plan (ERP) and the new Mass Fatality Plan. 2019-2020 PHEP Application is being completed and will be submitted on or before January 21st. The After Action Report for the Functional Exercise is being prepared for ODH review in February.

Throughout contract hours with the local Emergency Management Agency (EMA) a long-term recovery committee is being developed and will hold a meeting January 28th. In addition, a Call Center contract is pending legal council approval to address gaps identified in the planning partnership. Lastly, the Emergency Operations Center (EOC) annex is being revised to address operational period briefings.

Annual fire inspection with Silco will be conducted on January 21st to test smoke alarms and extinguishers. A business plan for the Motor Home is being generated and will assist in identifying outreach goals for 2019. As the Health Center continues to ramp up services, the new location in Danville is being launched. Primary focus for the Danville site as of now is ensuring all utilities; internet and security measures are in place prior to housing employees at the new location. Lastly, all agency policies uploaded into PolicyStat have been approved and will be converted appropriately.

ADMINISTRATIVE SERVICES & OPERATIONS

Fiscal Office

December 2018 Budget Summary

- Revenue: Year-to-date revenue -- \$5,461,331.91—87% of estimated revenue collected
- Expenditures: Year to date expenditures -- \$5,400,728.71 -- 86% of appropriations spent
- ❖ January 1, 2018 Cash Balance: \$1,638,027
- ❖ January 1, 2017 Cash Balance: \$1,129,725
- ❖ January 1, 2016 Cash Balance: \$920,529
- December 31, 2018 Cash Balance: \$1,698,630— up \$60,603 since January 1, 2018 (↑4%)
- December 31, 2017 Cash Balance: \$1,638,027
- December 31, 2016 Cash Balance: \$1,129,725

General Fund

- Revenue received year-to-date -- \$1,665,161 (88% of estimated revenue)
- Expenditures year-to-date -- \$1,758,380 (81% of estimated expenses)

- January 1, 2018 Cash Balance: \$775,935
- December 31, 2018 Cash Balance: \$682,716– down \$93,219 since January 1, 2018 (↓14%)
- December 31, 2017 Cash Balance: \$775,935
- December 31, 2016 Cash Balance: \$526,806

Environmental Health Restricted Funds

- Revenue received year-to-date -- \$364,019 (94% of estimated revenue)
- Expenditures year-to-date -- \$408,894 (98% of estimated expenses)
- January 1, 2018 Cash Balance: \$65,515
- December 31, 2018 Cash Balance: \$ 20,640 – down \$44,875 since January 1, 2018 (↓217%)
- December 31, 2017 Cash Balance: \$65,515
- December 31, 2016 Cash Balance: \$51,410

Special Revenue Funds

- Revenue received year-to-date -- \$767,559 (87% of estimated revenue)
- Expenditures year-to-date -- \$525,565 (102% of estimated expenses)
- January 1, 2018 Cash Balance: \$564,223
- December 31, 2018 Cash Balance: \$806,217 – up \$241,994 since January 1, 2018 (↑30%)
- December 31, 2017 Cash Balance: \$564,223
- December 31, 2016 Cash Balance: \$471,182

Grant Funds

- Revenue received year-to-date -- \$2,664,593 (85% of estimated revenue)
- Expenditures year-to-date -- \$2,707,889 (90% of estimated expenses)
- January 1, 2018 Cash Balance: \$232,354
- December 31, 2018 Cash Balance: \$189,057 – down \$43,297 since January 1, 2018 (↓23%)
- December 31, 2017 Cash Balance: \$232,354
- December 31, 2016 Cash Balance: \$80,826

Notes to 2018 Budget Summary

❖ **General Fund**

- We received \$1,616.35 for the Safe Communities grant. Revenue for the birth & death certificates was \$8,378.00 this continues to increase due to the requirement for the new driver's license.

❖ **Environmental Health Restricted Funds**

- Environmental health funds are down due to the end of the year. Their cash balances are low because as you know these funds can't show any profit.

❖ **Special Revenue Funds**

- Home Health received \$73,619.78 for November's invoice.

❖ **Grant Funds**

- Community Health Center fund project income was \$66,437.22. \$120,086.55 in Community Health Center grants funds were drawn down. The Creating Healthy Communities grant FY 2018 ended with all of the deliverables being met.

HUMAN RESOURCES

- This month you will be asked to approve the hiring of Carol Green, LPN and Jaqueline Starr Roden, RN. Both will be joining the Public Health Outreach division.
Also on the agenda is the acceptance of Bridget Collins termination. Bridget was hired to manage the Children with Medical Handicap's program, but unfortunately that didn't work out.

- An affiliation agreement with Central Ohio Technical College is on the agenda for approval. This agreement will allow COTC phlebotomy students a clinical experience in the Community Health Center. Students will begin clinical rotations this spring.
- I have been asked to participate as a judge in the regional Business Professionals of America contest. Business Professionals of America (BPA) is a student organization whose purpose is to support middle level, high school, and college students interested in business careers. Each year, students compete at state contests, judged by local business and industry leaders, to impart a “real world” experience to the students. This regional event is being held at the Faith Baptist Church , January 17.

4.3. Health Commissioner

HEALTH COMMISSIONER REPORT

Julie Miller shared:

- ✓ **Stacey Robinson is currently working on the annual fiscal report which is due April 1 – there is a new tool being used to submit this report and Stacey will be attending training**
 - ✓ **Currently assessing the Public Health Outreach division and looking into transitioning the division with the Community Health Center**
 - ✓ **Still working on securing a larger facility to house all of the agency programs – Siemens building still an option**
 - ✓ **Closely watching the state budget priorities and where the Governor stands on Public Health topics**
- Happy 2019. The Leadership Team and I look forward to all of the opportunities and challenges that this year will bring. Goals that I have for the agency (not in order of priority) for this year:
 - Facility expansion – through new or leased space
 - Development of a succession plan
 - Finalize Strategic Plan 2018-2023
 - Establish Accreditation continuity plan
 - Consider NACCHO management course for Leadership Team
 - Implement agency name change – recent legislation passed allowing this to happen
 - Obtain agency credit card - recent legislation passed allowing this to happen
 - Investigate and consider purchase of technology for Board of Health and Board Management software
 - Investigate and consider purchase of agency database for statistics both internal and external
 - Implement Trauma Informed Care environment within our agency
 - I returned to work part-time in December and full time at the start of the new year. I am extremely grateful to for the Leadership Team and staff that kept our agency moving ahead in my absence.
 - I continue to work on the issue of space for our agency and services. I will update you at the meeting.
 - Finalizing the strategic plan and developing agency goals are a large part of what I have been focusing on over the past few weeks.
 - I am in conversation with Licking County related to epidemiology services and Public Health Preparedness.

- I would like some direction from the Board related to gifts for employees who retire from our agency. Do you wish to have a selection of a few gifts from which the employee can choose or allow the employee to choose the gift of their choice based on the amount of money allotted?
- The DAC meeting is scheduled for Tuesday, March 12th and will be combined with the Knox Township Trustee Association meeting. This combination of meetings is a test to see if we can reduce meetings for TTE's and increase participation. Ron Moder, Board of Health member, is the only member due for re-appointment in 2019.

5. Old Business - None

6. New Business

6.1. Finance

6.1.1. Income and Expense

Lee Rhoades made a motion to approve the income and expense report. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

KNOX COUNTY GENERAL HEALTH DISTRICT RECEIPT & EXPENDITURE SUMMARY REPORT December 31, 2018							
FUND NAME	JAN. 1, 2018 BALANCE	DECEMBER REVENUE	YEAR-TO-DATE REVENUE	DECEMBER EXPEND.	YEAR-TO-DATE EXPEND.	DECEMBER 31, 2018 BALANCE	
District Health Fund							
801 - District Health Fund*	775,934.75	41,269.21	1,665,161.00	128,971.34	1,758,380.04	682,715.71	
Environmental Health Restricted Funds							
805 - Swimming Pool Fund	6,561.73	0.00	9,869.54	570.00	11,221.00	5,210.27	
806 - Food Service Fund	9,002.11	8,039.00	159,345.73	14,753.57	165,536.11	2,809.73	
807 - Private Water Fund	10,394.30	4,831.69	94,390.20	7,419.61	103,439.95	1,344.55	
809 - Sewage Program Fund	35,981.20	4,541.00	93,910.15	8,561.41	116,680.11	11,211.24	
810 - RV Park/Camp Fund	3,575.72	0.00	6,503.20	567.83	10,014.70	64.22	
Subtotal	65,515.06	17,411.69	364,018.82	31,872.42	406,893.87	20,840.01	
Special Revenue Funds							
803 - Home Health Fund	553,233.00	73,619.78	730,921.66	46,729.56	486,360.43	797,774.23	
804 - Medical Clinic Fund	979.62	0.00	0.00	0.00	979.62	0.00	
819 - Solid Waste Fund	10,010.70	850.00	36,637.61	3,822.64	38,205.28	8,443.03	
Subtotal	564,223.32	74,469.78	767,559.27	50,552.40	525,565.33	806,217.26	
Grant Funds							
808 - WIC Grant Fund FY Oct 1 - Sept. 31	27,440.38	7,521.63	294,910.85	23,231.97	321,577.73	773.50	
811 - Creating Healthy Com Grant FY JAN. 1 - DEC. 31	16,582.47	5,380.96	127,034.22	6,629.33	116,868.66	26,748.03	
812 - PHEP Grant Fund FY July 1 - June 30	23,820.99	5,000.00	86,867.07	6,795.50	109,562.23	3,125.83	
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	17,467.42	1,029.38	97,662.77	1,996.48	44,158.50	70,991.69	
814 - Community Health Center Grant FY April 1 - Mar 31	141,042.53	186,523.77	1,910,539.93	173,097.45	1,969,216.87	82,365.59	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	6,000.00	13,804.68	145,567.96	8,827.92	146,505.48	5,052.50	
Subtotal	232,353.79	219,260.42	2,664,592.82	220,578.65	2,707,889.47	189,057.14	
TOTAL ALL FUNDS	1,838,026.92	352,411.10	5,461,331.91	431,974.81	5,400,728.71	1,898,630.12	

*Includes Health Levy, Political Subsidies, Vital Statistics, BCMH, Safe Communities Grant, Radon Grant, CCI Grant, United Way Grant and Mosquito Control Program.

6.1.2. Transfers/Cash Advances – Resolution #2019-01

Laura Haberman made a motion to approve Resolution #2019-01. Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Kelly Bailey, Laura Haberman, Jeff Harmer, Lee Rhoades, Ron Moder, and Barb Brenneman; in the negative; none. The motion was approved.

RESOLUTION #2019-01

General Fund

1. Transfer \$10,000.00 from 801.1510.50601 to 806.1510.41100

2. Transfer \$5,000.00 from 801.1510.50601 to 807.1510.41100
3. Transfer \$500.00 from 801.1510.50601 to 810.1510.41100

Home Health

1. Transfer \$51.78 from 803.1510.50101 to 803.1510.50105

WIC Grant

1. Transfer \$64.82 from 808.1510.50104 to 808.1510.50101

General Fund

1. Advance \$10,000.00 from 801.1510.50602 to 808.1510.41101
2. Advance Pay Back \$13,100.00 from 808.1510.50602 to 801.1510.41101

6.2. Personnel

6.2.1. Approval to hire Jacqueline Starr Roden, Public Health Nurse, effective January 28, 2019.

Laura Haberman made a motion to hire Jacqueline Starr Roden, Public Health Nurse, effective January 28, 2019. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

6.2.2. Approval to hire Carol Green, Licensed Practical Nurse, effective January 28, 2019.

Lee Rhoades made a motion to hire Carol Green, Licensed Practical Nurse, effective January 28, 2019. Ron Moder seconded the motion; in the negative: none. The motion was approved.

6.2.3. Approve the termination of Bridget Collins, Public Health Nurse, effective January 9, 2019.

Jeff Harmer made a motion to approve the termination of Bridget Collins, Public Health Nurse, effective January 9, 2019. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

6.3. Contracts

6.3.1. Approval of clinical affiliation agreement with Central Ohio Technical College for the Phlebotomy Program Agreement, effective February 1, 2019.

Laura Haberman made a motion to approve clinical affiliation agreement with Central Ohio Technical College for the Phlebotomy Program Agreement, effective February 1, 2019. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

6.3.2. Approval of MRC Software Testing Agreement with MRC Impact, LLC for the development and licensing of a cloud-based software program, at a maximum cost of \$15,000, effective January 24, 2019.

Jeff Harmer made a motion to approve MRC Software Testing Agreement with MRC Impact, LLC for the development and licensing of a cloud-based software program, at a maximum cost of

\$15,000, effective January 24, 2019. Laura Haberman seconded the motion; in the negative: none. The motion was approved.

6.3.3. Approval of Student Affiliation Agreement with Kent State for clinical rotations in the Community Health Center, effective February 1, 2019.

Laura Haberman made a motion to approve Student Affiliation Agreement with Kent State for clinical rotations in the Community Health Center, effective February 1, 2019. Ron Moder seconded the motion; in the negative: none. The motion was approved.

6.4 Board Approvals

6.4.1. Approve Health Commissioner membership list FY2019.

Jeff Harmer made a motion to approve Health Commissioner membership list FY2019. Lee Rhoades seconded the motion; in the negative; none.

6.4.2. Approval to develop Contract of Employment for Dentist, effective February 1, 2019.

Lee Rhoades made a motion to approve the development of a Dentist Employment Contract, effective February 1, 2019. Jeff Harmer seconded the motion; in the negative: none.

6.4.3. Approval to apply for New Access Point funding (NAP) for the Danville Health Center location.

Jeff Harmer made a motion to approve the application for a New Access Point funding (NAP) for the Danville Health Center location. Laura Haberman seconded the motion; in the negative: none.

6.5. Board Information (Non-action items)

**Health Commissioner and CHC CEO approved/signed the following:
NONE**

7. Adjournment

Being no further business, Jeff Harmer made a motion to adjourn the meeting. Laura Haberman seconded the motion; in the negative: none. The motion was approved.

The Board meeting adjourned at 7:42 p.m.



**Eric Siekkinen, RPh,
Board President**



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