

July 24, 2019

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

BOARD MEMBERS	STAFF
Jeff Harmer, Pro-Tem	Julie Miller, Health Commissioner
Lee Rhoades	Pam Palm, Planning, Education & Promotion Director
Barb Brenneman	Cyndie Miller, RD, WIC Director
Dr. Amanda Rogers, DVM	Joyce Frazee, HR Supervisor
Barry George, MD	Stacey Robinson, Fiscal Supervisor
Diane Goodrich	Katie Hunter, Fiscal Coordinator
Ronald Moder	Zach Green, Operations Supervisor
	Nate Overholt, EH Director
ABSENT	Carmen Barbuto, Accreditation Coordinator
Eric Siekkinen, RPh., President	Jake Booth, Student Intern
Lane Belangia, CHC CEO	
	GUESTS-None

1. Convention

1.1. Call to Order

Jeff Harmer called the meeting to order at 6:30 p.m.

1.2. Acceptance of Agenda

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

1.3. Approval of the minutes for, June 26, 2019 Board of Health meeting.

The minutes of the regular meeting held, June 26, 2019 were reviewed and accepted. Amanda Rogers, DVM made a motion to approve the minutes. Barb Brenneman seconded the motion.

1.4. Approval of Bills

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

FUND

AMOUNT

JULY 2019

801 - General Fund	33,479.84
803 - Home Health Fund	966.19
805 - Swimming Pool Fund	361.34
806 - Food Service Fund	849.77
807 - Private Water Fund	2,082.17
808 - WIC Grant	1,204.97
809 - Sewage Program Fund	870.61
810 - RV Park/Camp Fund	120.60
811 - Creating Healthy Communities	77.38

Grant	
812 - Public Hlth Emergency Preparedness Grant	48.61
813 - MCH/CFHS Grant	2,095.83
814 - Community Health Center Grant	60,342.93
830 - Drug Free Communities	3,920.02
Total	\$106,420.26

THEN & NOW

807 - Private Water Fund	272.00
814 - Community Health Center Grant	2,819.00
Total	\$3,091.00

1.6 Public Participation-None

2. Hearings/Readings/Regulations-None

3. Special Reports

3.1. Board President – None

3.2. 2nd Quarter Statistics Report

Carmen Barbuto presented the 2nd quarter statistics report. See attachment

3.3. Leadership Team

ENVIRONMENTAL HEALTH

Nate Overholt shared:

- black legged ticks are out year round
- Thanked his staff for their hard work during fairs and festival season

Board members asked if the agency would be spraying for mosquitos?

Nate replied: 2200 mosquitos were collected and submitted to ODH for testing. They all came back negative. Spraying is not done without researching areas.

Volunteer student intern, Mayre Newcomb continues to perform mosquito surveillance trapping throughout Knox County. The surveillance is specifically to check for the presence of the West Nile Virus(WNV) in mosquito “pools” throughout the county. To date, no positive WNV pools have been found in Knox County. We have had positive WNV pools in years past. If a positive pool is found, a public notice will be posted and the agency will spray for adult mosquitoes in the municipality where the pool was found. At this time, seven positive pools have been found in Ohio. WNV positive pools typically increase in August-October.

Lyme disease continues to increase throughout the state of Ohio. In 2018, Knox County had 7 suspected or confirmed case. At this time, we currently have 12 suspected or confirmed cases in Knox County. Ohio Department of Health has reported that there are currently 138 confirmed cases of Lyme disease in the state as of July 11, 2019. Educational outreach continues to be performed by KCHD staff via social media and at other events throughout the county such as township and municipality meetings along with fairs and festivals.

On July 10, 2019 the exit interview for the retail food establishment program was conducted with Jessica Tostrick and Sion Chamberlain from the Ohio Department of Agriculture. Per Jessica, the survey went very well and she only verbalized a couple of administrative items that will need to be addressed. An official report will be sent to the board of health president, along with a copy to Health Commissioner, Julie Miller. Food program staff members Terri Hillier, Suzanne Dapprich and Kelly Biggs, along with Administrative Assistant Cathy Miller should be commended for a job well done to ensure the survey was a success.

A contract between the Lake County Health Department and the Knox County Health Department is on the agenda for approval pending legal council approval. This contract is for the Health District Information System (HDIS) Household Sewage Treatment Operation and Maintenance Program Project that is currently being worked on between The Baldwin Group and 15 local health departments. Lake County has paid up front for the entire bill for the project (\$30,000) with the overall fee to be split between all LHD's involved. Knox County Health Department fee portion will be \$1,194.14 and is based upon total population and assessed accordingly. I have written about this project in previous EH reports (March and April 2019). As previously stated, the project utilizes the same program, HDIS, that we are currently utilizing for the permitting process and is being built per the requests of the LHD's involved. Individuals will be able to pay online for O+M permits, along with the service providers being able to upload inspection reports online.

PLANNING EDUCATION & PROMOTION

Pam shared:

- **Introduced Jake Booth, student intern. He is a Junior at Ohio University studying health care administration. Jake helped with various tasks in the agency. He conducted a time study in the health center to help determine the amount of time paperwork took for clients to complete; helped with the fair booth set-up; and worked with Tami on Creating Healthy Communities projects.**
- **Thanked board member Barb Brenneman for working at the health department booth at the county fair**
- **Gave an update on the potential cost to change the agency logo – most things will be done on-sight (ex. Name badges, vehicle signs, letter head, etc.)**
- **DAC special meeting will be held August 6 to appoint Joe Porter to the board of health**
- **Tick ID cards were given to board members at the board meeting. A press release will be in the Mount Vernon News informing the community about ticks and lyme disease. We have seen an increase in lyme disease in dogs and horses.**

Forty people took advantage of the "Passport to Good Health" health screenings sponsored by the Get Healthy Knox County coalition at the Mount Vernon Farmers' Market on June 1. Nursing students provided education and referrals to a health care provider as needed. The Health Center staff attends the screenings to schedule appointments with the center providers. Participants received \$5 in tokens to spend at the market on fresh produce (A Food For the Hungry grant provides funding for the token.)

The Fredericktown school complex has been identified as the location for a Community/School Garden Project. Creating Healthy Communities funds will be used to assist with revitalizing the school garden. Members of the Knox County Local Food Council are helping with this project. Next steps include surveying community members to recruit individuals to use and maintain the garden during summer months.

As part of the Creating Communities Grant, a Bike Repair Station was installed at the beginning of the Kokosing Gap Trail head in Danville in partnership with the Knox County Parks District. The goal of this project is continued support for "Active Living" through bike infrastructure changes in the community.

As part of the Drug Free Communities grant, Tina Cockrell met with Dodie Melvin of NAMI to discuss changes to Hidden in Plain Sight presentation that includes information about behavioral warning signs of suicide and resources for parents. Tina also coordinated KSAAT members (adults and youth) in the production of 24 :30 video recordings to be used on Facebook and the KSAAT website.

Digital Media report:

Knoxhealth Facebook: 2,171 Total Page Likes; Gained 29 new page likes (1% increase)
In comparison: KCH = 2,511 page likes; Knox County Park District = 1,342 page likes
39 posts; 2 paid posts; \$350 spent on paid post boosting
(\$150) Baby and Me Tobacco Free – ODH; (\$200) Community Cessation Initiative - ODH
40,491 People Reached (# of people who saw our posts)
4,417 Post Engagement (# of times likes/comments/shares/etc.)
Posts with most engagement (# reach, # post clicks, # reactions/comments/shares)
(#1) Reward for Quitting - Baby and Me Tobacco Free Program - Boosted (9758, 110, 506)
(#2) Sweet Taste of Summertime - CCI - Boosted (5680, 63, 323)
(#3) EH Intern setting mosquito traps - Environmental Health (1818, 163, 87)

Knoxhealth Twitter: 34 Tweets; 843 Followers; 55 Engagements

Knoxhealth Instagram: 33 Posts; 185 Followers = (14% increase); 180 Engagements

Knoxhealth Website: 1,468 visitors (1,937 sessions) 80% were returning visitors
Majority start at homepage and move on to Staff Directory, Medical Clinic, Health Center

KCHD/KCCHC Google My Business 4,424 visitors 879 call us; 405 visited website, 122 asked for directions,

KCCHC (Joomla) Link In Bio - With being active only one month, our new “Link In Bio” webpage has nearly 100 hits. This page was developed since Instagram does not allow the use of hyperlinks in their comments. Having a direct link to the KCHD website in our Instagram bio section therefore takes users to a KCHD webpage where they can find the post graphic and click on it to be directly routed the website of interest.

Get Healthy Knox County Website 516 page views from 335 unique visits
Top Pages Visited: Food Pantry Information; Hot Meal Locations; Home Page
Visitors coming from Google, Facebook (mobile), Facebook (desktop)

Get Healthy Knox County Facebook -
394 Total page likes; 6 posts; 725 People Reach (# of people who saw our posts) =
Post Engagement (# of times likes/comments/shares/etc.) = 74

COMMUNITY HEALTH CENTER **Medical and Dental Health Services**

Zach Green reported in Lane Belangia’s absence:

- **Opening the health clinic in Danville full-time September 9, 2019**

Greetings, I hope this report finds you all busy with a productive Summer despite our slow start from all of the rain. I wanted to quickly remind the board I am out of town the first full week in August. I

will not have access to cell or email but feel free to contact me with anything during that time as I will respond promptly upon return.

I am speaking with one of our consultants and meeting with our addiction counselor, the local courts, and probation to bring addiction counseling to these locations in Mt Vernon "into Scope". If we do not complete this process then HRSA would not recognize our ability to bill for these services away from our primary location on Upper Gilchrist Road. Our addiction counselor continues to increase the number of clients he is serving but is far from full. By bringing this off site counseling ability into scope he would then have a greater reach and access patients more readily. Other local agencies already perform this service at the courts and probation and can do so without the logistics I speak to. Our addiction counselors time and expense is completely covered by the SUD grant which is ongoing for as long as we receive the health center grant. The goal is always to have all providers bill for services provided and generate revenue covering their cost. This process of starting a new service line can take up to a year, the location of this site may be impeding growing addiction counseling more than it would otherwise compared to other services offered.

Staffing Update: Joyce and Laura are in interviewing dental assistant EFDAs (expanded function dental assistants) to support Dr. Saale. He has worked with EFDAs in many practices and believes this will enhance his efficiency and grow his two chair operatory to the maximum levels of production.

Financial update for June revenue and expenses. Revenue/project income was \$88,159.61 and the grant draw down for the month equaled \$95,428.36 totaling \$183,587.97, expenses were \$199,831.93. The difference was drawn from the grant fund, (bank account) to cover expenses. The center is now operating mostly by processing "real-time" claims processing as our average days in AR are continuing to remain at appropriate levels totaling 46 days at month end. With the dentist now operating under full credentialing with all Medicaid products, claims will now be processed in "real time" for his services. The patient visit numbers continue to increase for medical services as well. The 5 month average for this year through May is 248 patients per month where last year's total average per month patient count for medical was 162.. The increase in medical patients and dental services now being able to be billed timely should allow the center to draw down grant funds proportional to budgeted amounts and minimize offsetting revenue deficits.

The Final Financial Report, (FFR) was submitted on July the 8th, this report is tied to the main grant ending March 31st as we are now in the second grant cycle. This report is required and the mandated reporting time is when each grant year ends. This report was important to finalize because from it we are able to submit the carry over request for the portion of the substance use disorder, (SUD) funds that were not expended before March 31st. Because of how the main health center grant cycles this will more than likely occur each year as all supplemental funds cycle on different dates compared to the main grant. (The federal release of funding is tied to the end of the fiscal year for the federal government). This make is difficult to expend all supplemental funding before the main grant expires, for example we would need to spend 12 months of funds 7 months which is difficult resulting in a surplus of funds we cannot use therefore a carryover is needed to spend the surplus funds. With all carry-over requests centers cannot expend any of the money left over before the request is approved, hence the need to perform carry over quickly. The approval process can take 30 to 60 days or longer. Once approved we can begin reallocation of this funding

One reason we are experiencing higher expenses compared to revenue is we are over-staffed mainly due to waiting/preparing to shift staff into the Danville site. This was planned as we need trained staff who are efficient in FQHC practice and EMR usage to start the Danville site. Once open full time expenses for these medical staff FTEs would shift to Danville. As a reminder we have two plans for the site. If funded as a New Access Point we will receive a new grant for Danville to operate. If we do not receive funding we can still operate the site and receive the Wrap-around payments for all

Medicaid services as a satellite site. On or before September the 1st we will know the outcome of the application for New Access Points.

The 340b account is producing approximately \$1200 per month in revenue. We have added Walmart pharmacy in Mount Vernon to our 340b program, it will become active October 1st, 2019. 40% of our prescriptions are sent to Walmart despite all efforts to shift more scripts to Conway's at this time. Once Walmart is in place we will look to add Kroger and any other pharmacy processing prescriptions at large percentages to our 340b account. We are finalizing policy and procedures this month (July) and will also finalize internal and external audit tools and practices to maintain compliance with the program to prepare for increased qualifying prescriptions and growth of the program. On the horizon, but not yet finalized is the ability to "carve-in" or include the Medicaid patient into the program. Last month statistics showed an average of 38% of patients had Medicaid. We are awaiting confirmation in writing from the Ohio Department of Medicaid to include these patient in the 340b program.

This month I questioned the center's ability to apply for another form of a Wraparound payment from Medicaid. They replied we could apply for this payment for the fiscal year cost report covering our first year of operation, (2017, (April 4th to December 31st)). This would mean we can receive a Wrap-around payment for 2017 and 2018. Due to administrative changes inside the Medicaid offices it has been reported by other public entity health centers that this process takes up to a year to complete and receive payment. I do not have any information regarding the amount of payment expected at this time. The payment is referred to as an Alternative Payment Method or APM and is only available to Public Entity FQHCs.

Kudos to Nan Snyder Ashley Phillips for her efforts with improving the EMR and QI/QA process along with finalizing many of the required policy so important for center compliance. Their ability to constructively work with staff through discussion and training opportunity has allow this center to gain a more accurate picture of statistics and better understand how our services are impacting our patients through up to date and valid outcomes and procedure. This center has the ability to grow into a unprecedented resource for Knox County. I look forward to the future and what wonderful accomplishments we will undoubtable achieve together.

Thank you all for the support of this FQHC

WIC

Cyndie shared:

- **WIC Farmers' Market coupons will be distributed at the local farmers' market**

Caseload was maintained for June, at 927 from the previous month. Referrals included 5 to the Baby and Me Smoking Cessation program and 48 to the CHC (47 referrals were for children and 1 for infants).

60 of the 309 infants (nearly 19.4%) currently receiving WIC benefits are certified with a risk code designated as "born early" (currently includes infants born less than or equal to 37 weeks gestation). Only three of 194 prenatal participants are 17 years old or less (1.5%).

The State Management Evaluation was conducted June 10th, 12th, and 13th. There were two recommendations which are easily implemented. April Brady, WIC Administrative Assistant, visited the Farmers' Market on the 2nd Saturday in June. Twenty-two WIC Farmers' Market Coupon booklets were issued, which is the highest number issued on one day to date. WIC staff will be visiting the market on the 2nd Saturday in July and every Saturday in August during the peak harvest time.

The Summer Safely Extravaganza outreach was held at the Gambier Community Center on June 28th. The following topics were discussed prior to lunch, provided in insulated lunch bags: Food Safety

with Tastings by Tanner Cooper-Risser (Snap-Ed Program Assistant), Water Safety with two interns from Parks and Recreation, and Bike Safety with Officer Zach Miller (Knox County Sheriff's Office). Bike helmets were provided for the preschoolers in attendance by Women United.

Plans are underway for World Breastfeeding Month (August), including our local Big Latch event on August 2nd. WIC collaborates with other community partners in the Breastfeeding Network of Knox County to host the event.

ADMINISTRATIVE SERVICES & OPERATIONS

Public Health Emergency Preparedness (PHEP)

The new five year grant cycle commenced July 1st and the new set for grant objectives have been identified. In regards to the PHEP position, Kyle Clark has been selected to serve as the agency Emergency Response Coordinator and will be overseeing the PHEP grant. In addition, Mr. Clark will be absorbing the EMA contract hours once they have an understanding of the PHEP requirements. Kyle comes to the health department with years of service in Fire/EMS and a undergraduate degree in Emergency Management. As Kyle grows into his role, I looked forward to working closely with him and begin building the networking channels with all our stakeholders.

Facility/Maintenance

The AC unit that operates the Center waiting room and behavioral health offices had to be replaced after the compressor went out on July 11th. The residential AC units and furnaces are becoming aged (18 years approx.) at our facility and it is likely we will continue having this ongoing issue. In addition, the roof will need to be replaced in the near future (1-2 years max). The agency annual garage cleaning took place in June and 50 boxes of medical records are scheduled to be shredded the last day of July. Furthermore, the storage of the medical records upstairs will need to be discussed due to the concern of weight and the capability of the upstairs storage area. On July 8th, stakeholders and a few board members had a meeting regarding future office space and potential players in a desired effort to launch a more community based campus downtown.

Fiscal

Stacey Robinson shared:

- **\$1,376.38** was collected in the first month for the 340B agreement with Conways Pharmacy

The agency new credit card has been obtained after legislation passed the bill authorizing the board of health to secure agency credit cards under ORC 3709.42. In addition, a draft credit card policy has been reviewed by the county Auditor and Prosecutor. The recommendations for revisions have been implemented and the final document will be finalized on or before July 31st. Several directors have been given access and training to the online Fiscal software, MIP to capture real time revenue and expense. This will be beneficial as we move forward with online Purchase Orders. In addition, the credit card terminal system is pending legal counsel approval of the vendor agreement with Worldpay. Once the Prosecutors office signs off, we will be moving forward with the integration.

A meeting with all the agency grant project directors and fiscal office occurred in effort to better understand grant deliverables and the direct impact on cash flow. Furthermore, ensuring that each project director is reviewing their monthly expenditures in order to mitigate potential loss in grant funds and proper allocation of funding per staff salaries.

Fiscal Coordinator Report

June 2019 Budget Summary

- Revenue: Year-to-date revenue -- \$2,771,895.16 -- 43% of estimated revenue collected
- Expenditures: Year to date expenditures -- 2,697,800.32 -- 42% of appropriations spent

- ❖ January 1, 2019 Cash Balance: \$1,698,630
- ❖ January 1, 2018 Cash Balance: \$1,638,027
- ❖ January 1, 2017 Cash Balance: \$1,129,725

- June 30, 2019 Cash Balance: \$1,772,725– up \$74,095 since January 1, 2019 (↑4%)
- June 30, 2018 Cash Balance: \$2,006,954
- June 30, 2017 Cash Balance: \$1,677,627

General Fund

- Revenue received year-to-date -- \$924,789 (53% of estimated revenue)
- Expenditures year-to-date -- \$903,066 (46% of estimated expenses)
- January 1, 2019 Cash Balance: \$682,716
- June 30, 2019 Cash Balance: \$704,438– up \$21,722 since January 1, 2019 (↑3%)
- June 30, 2018 Cash Balance: \$781,738
- June 30, 2017 Cash Balance: \$728,434

Environmental Health Restricted Funds

- Revenue received year-to-date -- \$251,797 (65% of estimated revenue)
- Expenditures year-to-date -- \$195,111 (49% of estimated expenses)
- January 1, 2019 Cash Balance: \$20,640
- June 30, 2019 Cash Balance: \$ 77,326 – up \$56,686 since January 1, 2019 (↑73%)
- June 30, 2018 Cash Balance: \$131,859
- June 30, 2017 Cash Balance: \$120,292

Special Revenue Funds

- Revenue received year-to-date -- \$246,939 (49% of estimated revenue)
- Expenditures year-to-date -- \$216,535 (44% of estimated expenses)
- January 1, 2019 Cash Balance: \$806,217
- June 30, 2019 Cash Balance: \$836,621 – up \$30,404 since January 1, 2019 (↑4%)
- June 30, 2018 Cash Balance: \$811,263
- June 30, 2017 Cash Balance: \$707,450

Grant Funds

- Revenue received year-to-date -- \$1,348,368 (37% of estimated revenue)
- Expenditures year-to-date -- \$1,383,087 (40% of estimated expenses)
- January 1, 2019 Cash Balance: \$189,057
- June 30, 2019 Cash Balance: \$154,338 – down \$34,719 since January 1, 2019 (↓22%)
- June 30, 2018 Cash Balance: \$183,249
- June 30, 2017 Cash Balance: \$168,305

Notes to 2019 Budget Summary

❖ General Fund

- We received \$5,794 from ODH for HEP A Outbreak, Accreditation Subsidy \$2,554.51, State Subsidy \$11,426.10, CCI Grant \$10,513.32, and \$8,950.25 for the MAC Program.

❖ Environmental Health Restricted Funds

- Food fund revenue from licenses was \$1,633.

- ❖ **Special Revenue Funds**

- Home Health received \$26,525.41 for the KCH contract.

- ❖ **Grant Funds**

- Community Health Center fund project income was \$87,034.95 and \$95,428.36 in grant monies. PHEP grant received \$5,039.97 in grant monies, Drug Free Communities grant \$8,885.08, Creating Healthy Communities grant \$7,630.59 and WIC Grant \$21,345.97.

HUMAN RESOURCES

- This month you will be asked to approve the hiring of Kyle Clark to fill the Public Health Preparedness Coordinator position in the Administrative Services & Operations division. Kyle started July 15. His previous experience as a firefighter and advanced EMT training plus his recent bachelor degree in emergency management made him qualified for the position.
- Unfortunately you will also be accepting the resignation of Philanna Parnell, Dental Assistant in the Community Health Center. Philanna choose to resign her position with our agency. We wish Philanna the best in her future endeavors.
- With the open dental assistant position Laura Nance, Dental Supervisor and I are interviewing candidates to fill this role. We prefer to find an expanded function dental assistant to support Dr. Saale but will also interview and consider a dental assistant without the additional certification.
- I attended the NACCHO conference in Florida, July 9-11. The learning opportunities were enormous. Some of the sessions I attended included: Moving Beyond the Trauma of Adverse Childhood Experiences to Build Community Resilience, The Right Stuff: Aligning Workforce Development Efforts with Public Health Competencies, and Building a Culture of Quality from the Ground Up. Each session related back to section 4 of our agency Strategic Plan (Workforce and Succession Planning strategies).

3.3. Health Commissioner

HEALTH COMMISSIONER REPORT

Julie Miller shared:

- **Strategic Plan quarterly report – on target to meet deadlines – she reviewed 1) sustainable funding objective and 2) revenue stream, which is ongoing – continuing to look for grant opportunities**
- **DAC will hold a special meeting August 6 to review Joe Porter’s application to fill the open board member seat. If there are no concerns the DAC would appoint him and his first board meeting as a member will be August 28**
- **NALBOH conference this August is in Denver – let Julie know if you have interest in attending**
- **We have been notified a 3 month old has been diagnosed with chicken pox – we will continue to monitor this case**

Hope this finds you all staying cool (as in air temperature) and healthy. I just returned from the NACCHO conference and a visit to my brother - both very enjoyable and the time away was good.

Since our last Board meeting:

- The Board's facility workgroup met with representatives from KCH, DJFS, KAT and Behavioral HealthCare Partners regarding the Siemens property. The actions from that meeting are that KCH will contact Siemens to confirm interest and sq. footage amounts, and DJFS will schedule a meeting with the Co. Commissioners to discuss the potential partnership. I sent a follow up email to both parties yesterday and no response as of yet.
- I have been working on a schedule and plan for Strategic Planning actions and reporting. I hope to have something to you at the Board meeting.
- Working with Carmen to assume accreditation coordination, focusing on annual reporting efforts due in September.
- Joyce and I will be working to revise our Leadership Team agenda to align with accreditation efforts and Strategic Planning
- Revising our current transfer of sick leave policy to reflect an employee must be here 1 year (instead of 6 months) to make a request for donated time
- Began working on determining whether our "salaried employees" must complete time sheets and will bring the results of my investigation to you in August
- Continue to work with Health Center leadership/management and assist where and when I can.
- Attended NACCHO conference where I obtained information on succession planning, fee review and cost methodology development, more about Public Health 3.0, reaching hard to reach populations, Blue Zone project, etc. The new US Surgeon General spoke and I was extremely impressed with him and the goals he outlined for his office.
- Watching the State Budget and hoping that it stays as public health friendly as it has been.

4. New Business

4.1. Finance

4.1.1. Income and Expense

Barry George, MD made a motion to approve the income and expense report. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

KNOX COUNTY GENERAL HEALTH DISTRICT RECEIPT & EXPENDITURE SUMMARY REPORT JUNE 30, 2019							
FUND NAME	JAN. 1, 2019 BALANCE	JUNE REVENUE	YEAR-TO-DATE REVENUE	JUNE EXPEND.	YEAR-TO-DATE EXPEND.	JUNE 30, 2019 BALANCE	
District Health Fund							
801 - District Health Fund*	682,715.71	57,308.85	924,789.29	112,964.37	903,066.89	704,438.31	
Environmental Health Restricted Funds							
805 - Swimming Pool Fund	5,210.27	0.00	8,277.62	2,324.14	7,629.37	6,858.52	
806 - Food Service Fund	2,809.73	1,633.00	144,852.10	12,951.40	97,420.66	50,241.17	
807 - Private Water Fund	1,344.55	7,266.76	38,063.25	4,893.67	33,942.05	5,465.75	
809 - Sewage Program Fund	11,211.24	10,160.00	52,920.55	9,139.15	51,464.02	12,667.77	
810 - RV Park/Camp Fund	64.22	0.00	6,684.14	1,183.34	4,655.08	2,093.26	
Subtotal	20,640.01	19,059.76	251,797.66	30,490.70	195,111.18	77,326.49	
Special Revenue Funds							
803 - Home Health Fund	797,774.23	26,525.41	227,201.86	25,709.63	197,216.85	827,759.44	
819 - Solid Waste Fund	8,443.03	0.00	19,738.09	1,622.28	19,318.67	8,862.45	
Subtotal	806,217.26	26,525.41	246,939.95	27,331.91	216,535.32	836,621.89	
Grant Funds							
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	773.50	21,345.97	150,205.52	22,501.48	139,898.45	11,080.57	
811 - Creating Healthy Com Grant FY JAN. 1 - DEC. 31	26,748.03	7,630.59	53,260.36	6,996.52	50,763.61	29,244.78	
812 - PHEP Grant Fund FY July 1 - June 30	3,125.83	5,039.97	47,068.15	5,685.28	29,449.27	20,742.71	
813 - MCHM02 Grant Fund FY Oct. 1 - Sept. 30	70,991.69	851.15	5,658.79	2,863.84	18,229.37	58,421.11	
814 - Community Health Center Grant FY April 1 - Mar 31	82,365.59	183,587.97	1,045,218.94	202,331.93	1,096,856.81	30,725.72	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	5,052.50	8,885.08	46,958.50	8,885.08	47,887.62	4,123.38	
Subtotal	189,057.14	227,340.73	1,348,368.26	249,264.13	1,383,087.13	154,338.27	
TOTAL ALL FUNDS	1,698,630.12	330,234.75	2,771,895.16	420,051.11	2,697,800.32	1,772,724.96	

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

4.1.2. Authorization of agency payroll signature, payroll transmittal, purchase orders & vouchers. – Resolution #2019-07

Amanda Rogers, DVM made a motion to approve Resolution #2019-07. Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Jeff Harmer, Lee Rhoades, Barry George, MD, Diane Goodrich, Barb Brenneman, Ron Moder and Amanda Rogers, DVM: in the negative; none. The motion was approved.

4.1.3. Approval of agency Credit Card Policy.

Amanda Rogers, DVM made a motion to approve the agency Credit Card Policy. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.2. Personnel

4.2.1. Approval to hire Kyle Clark, Public Health Preparedness Coordinator, in the Administrative Services & Operations division, effective July 15, 2019.

Barb Brenneman made a motion to approve the hiring of Kyle Clark, Public Health Preparedness Coordinator, in the Administrative Services & Operations division, effective July 15, 2019. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.2.2. Accept resignation from Philanna Parnell, Dental Assistant in the Community Health Center division, effective July 8, 2019.

Barry George, MD made a motion to approve the resignation from Philanna Parnell, Dental Assistant in the Community Health Center division, effective July 8, 2019. Lee Rhoades seconded the motion, in the negative: none. The motion was approved.

4.3. Contracts

4.3.1. Approve of contract with Lake County General Health District to participate in the Health District Information System (HDIS) Household Sewage Treatment Operation and Maintenance Program Project for a one-time fee not to exceed \$2,000, effective August 1, 2019.

Amanda Rogers, DVM made a motion to approve contract with Lake County General Health District to participate in the Health District Information System (HDIS) Household Sewage Treatment Operation and Maintenance Program Project for a one-time fee not to exceed \$2,000, effective August 1, 2019. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

4.4. Board Approvals

NONE

4.5. Board Information/Discussion (Non-action items)

Health Commissioner and CHC CEO approved/signed the following:

4.5.1. Renewed contract with Rudi Muka Floor Cleaning to provide professional floor cleaning/janitorial service five (5) days a week, at a cost of \$2,600/month, effective August 1, 2019 – July 31, 2020.

5. Executive Session

At 7:17 p.m. Ron Moder made a motion to enter into executive session for the purpose of legal discussion. Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Amanda Rogers, DVM, Barry George, MD, Ron Moder, Lee Rhoades, Barb Brenneman, Diane Goodrich, and Jeff Harmer: in the negative: none. The motion was approved.

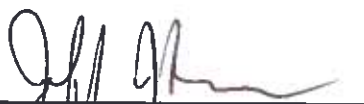
Zach Green was invited to stay for the session.

At 7:45 p.m. Lee Rhoades made a motion to return to regular session, Barry George, MD seconded the motion. On roll call the following voted in the affirmative: Amanda Rogers, DVM, Barry George, MD, Ron Moder, Lee Rhoades, Barb Brenneman, Diane Goodrich, and Jeff Harmer: in the negative; none. The motion was approved.

6. Adjournment

Being no further business, Barry George, MD made a motion to adjourn the meeting. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

The Board meeting adjourned at 7:46 p.m.



Jeff Harmer,
Board President Pro-Tem,



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