



June 24, 2020

The Board of Health of the Knox County Health District held a regular meeting in the agency conference room with a digital platform option through Zoom. The following were in attendance:

BOARD MEMBERS	STAFF
Eric Siekkinen, RPh, President	Julie Miller, Health Commissioner
Lee Rhoades	Joyce Frazee, Human Resource Supervisor
Amanda Rogers, DVM	Zach Green, Admin/Ops Director
Ron Moder	Lane Belangia, Community Health Center CEO
Barry George, MD	Cyndie Miller, WIC Director
Barb Brenneman	Pam Palm, Planning Education & Promotion Director
Diane Goodrich	Nate Overholt, Environmental Health Director
ABSENT	GUESTS
Jeff Harmer, Pro-Tem	Larry DiGiovani, Mount Vernon News
Joe Porter	
Katie Hunter, Fiscal Coordinator	

1. Convention
1.1. Call to Order

Eric Siekkinen, RPh called the meeting to order at 6:31 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 May 27, 2020 Board of Health meeting.

The minutes of the regular meeting held, May 27, 2020 were reviewed and accepted. Diane Goodrich made a motion to approve the minutes. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

1.4. Approval of Bills

Amanda Rogers, DVM, 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.

FUND	AMOUNT
801 - General Fund	17,950.59
806 - Food Service Fund	25.77
807 - Private Water Fund	253.45
808 - WIC Grant	65.98
812 - Public Hlth Emergency Preparedness Grant	449.87
814 - Community Health Center Grant	138,843.78
830 - Drug Free Communities	2,300.00
Total	\$159,889.44

THEN & NOW

801 - General Fund	742.60
812 - Public Hlth Emergency Preparedness Grant	213.71
814 - Community Health Center Grant	1,512.00
Total	\$2,468.31

1.5. Public Participation - None

2. Hearing/Reading/Regulations

2.1. Approval of household sewage treatment system variance to Dan Tiffany at 5690 Columbus Road, Centerburg, OH 43011, Hilliar Twp. Parcel # 17-01194.000 to allow installation of a new treatment system for an existing home to allow additional soil absorption treatment lines at shorter required lengths outlined in Ohio Administrative Code 3701-29-15, due to the grade and contour of the property.

Amanda Rogers, DVM, made a motion to approve household sewage treatment system variance to Dan Tiffany at 5690 Columbus Road, Centerburg, OH 43011, Hilliar Twp. Parcel # 17-01194.000 to allow installation of a new treatment system for an existing home to allow additional soil absorption treatment lines at shorter required lengths outlined in Ohio Administrative Code 3701-29-15, due to the grade and contour of the property. Barb Brenneman seconded the motion: in the negative; none. The motion was approved.

2.2. Approval of household sewage treatment system variance to Tobias Hostetler at 26355 Jelloway Road, Danville, OH 43014, Jefferson Twp. Parcel # 37-00128.000 to allow installation of a component of the HSTS system to cross over a utility line in order to install the distribution box and soil absorption treatment components in the recommended area per the certified soil scientist evaluation of the property that will not meet the 10 ft. isolation distance outlined in Ohio Administrative Code 3701-29-06.

Ron Moder made a motion to approve household sewage treatment system variance to Tobias Hostetler at 26355 Jelloway Road, Danville, OH 43014, Jefferson Twp. Parcel # 37-00128.000 to allow installation of a component of the HSTS system to cross over a utility line in order to install the distribution box and soil absorption treatment components in the recommended area per the certified soil scientist evaluation of the property that will not meet the 10 ft. isolation distance outlined in Ohio Administrative Code 3701-29-06. Lee Rhoades seconded the motion: in the negative; none. The motion was approved.

3. Special Reports

3.1 Board Report - None

3.2. Leadership Report

ADMINISTRATIVE SERVICES & OPERATIONS- Zach Green, Director

Accreditation

The BOH Performance Management Committee met this month for the first time since COVID-19. The main focus of the meeting was education on the three topics of Performance Management (PM), Accreditation, and Quality Improvement (QI) in addition to their role within this agency. The goal over these next few months is to provide as much training and information as possible to the committee members to prepare them to provide feedback on gaps and areas of improvement identified by agency metrics and/or staff. The same goal applies to staff, these next few months are dedicated to training on the above mentioned topics. A survey was sent to staff to assess their knowledge of PM, QI, and Accreditation. It provided great insight into where the education gaps exist and the Strategic Impact Team will be using the survey response to craft better messages on the education materials we send to the staff. Accreditation Domain Leaders are currently working on completing an in-depth Excel spreadsheet to better organize and track documents to submit to PHAB when we are up for reaccreditation in 2023.

Facility/Maintenance

Dental hygiene is back up and operating without issue as the new vacuum system has been installed. Acrylic barriers are in the process of being erected throughout the primary check-in locations within the agency along with the satellite office in Danville.

Fiscal

Fiscal has started to clean up any advances that had been made in the previous year and advance the money back to the General Fund as you will see reflected in the resolution, only two funds have advances that will still need to be paid back within this year. The goal going forward is to transfer money to funds that need operating cash instead of advancing it. The Annual Financial Report (AFR) has been completed and is being reviewed by the Health Commissioner. The finance committee met in the month of June to review the updated compensation and classification plan along with the perspective salary scale, and the proposed salary adjustments for agency employees. Lastly, a draft longevity policy was presented.

Public Health Emergency Preparedness (PHEP)

The EPC has continued to split time between KPH and the EMA service as the Logistics Manager for county resource requests. The EPC continues to attend Emergency Operations

Center (EOC) meetings in addition to other meetings dealing with COVID-19. Deliverable 12.1 (POD Essentials training) was submitted and approved by ODH. All deliverables that were reported last month were expensed. The EPC assisted with the planning of drive thru COVID-19 testing and served as the Safety Officer during the three day testing period. The Emergency Response Plan (ERP) updates required for ODH deliverables will be submitted to ODH prior to the end of June.

Vital Statistics & Information Technology (IT)

IT- In the ordering process for Office upgrade. Microsoft does not make it easy! SHI (our reseller) is working diligently to get this order completed. Hopefully by the time the Board meets, we will have the new software and have started the rollout process.

Vital Stats - Birth certificate traffic is increasing; averaging 10 per day as of mid-June. This keeps us on track to do around 200 for June. (Prior to COVID, we were doing 240 or so a month). April Brady, WIC Admin Assistant will be serving as the primary backup for the front desk location and will receive additional training in vital statistics.

Fiscal Coordinator Report – Katie Hunter

KNOX COUNTY GENERAL HEALTH DISTRICT BUDGET HIGHLIGHTS May 31, 2020									
	May Revenue			May Expense			May Cash Balance		
	2020	2019	2018	2020	2019	2018	2020	2019	2018
District Health Fund									
801 - District Health Fund*	353,423.39	51,226.61	64,281.59	170,716.52	94,752.01	120,535.63	1,808,345.49	760,093.83	870,973.67
Environmental Health Restricted Funds									
805 - Swimming Pool Fund	504.00	3,064.62	2,165.00	337.94	2,981.25	2,565.58	1,252.01	9,182.66	11,413.49
806 - Food Service Fund	5,034.50	4,413.10	5,482.50	33,415.40	13,124.47	11,859.19	73,545.57	61,559.57	72,431.42
807 - Private Water Fund	5,450.80	5,405.63	7,168.46	4,321.48	5,465.27	5,498.47	9,130.10	3,092.66	4,050.43
809 - Sewage Program Fund	7,117.00	7,694.55	7,867.00	7,883.29	9,294.96	6,837.85	10,104.89	11,645.92	38,519.16
810 - RV Park/Camp Fund	1,400.00	1,110.14	1,524.00	1,076.90	2,317.36	1,475.25	6,304.33	3,276.62	7,166.96
Subtotal	19,506.30	21,688.04	24,206.96	47,035.01	33,183.31	28,236.34	100,336.90	88,757.43	133,581.46
Special Revenue Funds									
803 - Home Health Fund	0.00	46,987.31	94,143.02	0.00	22,843.84	36,571.14	0.00	826,943.66	786,896.20
819 - Solid Waste Fund	0.00	133.54	0.00	854.91	2,200.27	2,344.47	8,901.32	10,484.73	14,311.83
Subtotal	0.00	47,120.85	94,143.02	854.91	25,044.11	38,915.61	8,901.32	837,428.39	801,208.03
Grant Funds									
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	61,462.04	24,784.51	19,861.36	41,690.20	21,345.97	18,739.91	43,469.19	12,236.08	28,903.47
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	6,614.79	7,225.12	544.40	6,614.80	7,820.74	5,854.48	30,260.87	28,610.71	16,228.63
812 - PHEP Grant Fund FY July 1 - June 30	24,516.52	2,999.88	2,120.72	4,591.32	2,962.01	3,640.70	27,493.75	21,388.02	40,739.30
813 - MC11/MQ2 Grant Fund FY Oct. 1 - Sept. 30	50.00	969.50	5,171.57	3,048.54	1,963.53	2,499.28	55,210.63	60,433.80	30,587.75
814 - Community Health Center Grant FY April 1 - Mar 31	197,536.87	191,893.45	212,081.94	227,850.73	188,904.51	168,575.65	52,020.00	49,469.68	79,885.76
830 - Drug Free Communities FY Oct. 1 - Sept. 30	12,788.54	7,245.53	17,126.12	12,596.35	7,666.57	17,126.12	5,000.00	4,123.38	4,846.16
Subtotal	302,968.76	235,117.99	256,906.11	296,391.94	230,663.33	216,436.14	213,454.44	176,261.67	201,191.07
TOTAL ALL FUNDS	675,898.45	355,153.49	439,537.68	514,998.38	383,642.76	404,123.72	2,131,038.15	1,862,541.32	2,006,954.23

*Includes Health Levy, Political Subsidies, Vital Statistics, CMH, Safe Communities, TUPC Grant, United Way Grants

HUMAN RESOURCES – Joyce Frazee, Human Resource Supervisor

The agency Workforce Development Committee will begin reviewing the performance assessment tool in July. The tool is used to assess the performance of all staff on a yearly basis. Newly hired staff is assessed at 3 months, 6 months and again after one year. More to come as we discuss what is working and what needs revised.

ENVIRONMENTAL HEALTH – Nate Overholt, R.S., Director

A Household Sewage Treatment System (HSTS) variance application was provided by Dan Tiffany at 5690 Columbus Road, Centerburg OH 43011, Hilliar Twp. Parcel # 17-01194.000 in order to install a replacement treatment system for an existing residence. Current system was installed prior to sewage permits being issued in Knox County and is no longer functioning properly. The design for the system calls for three soil absorption trenches at a minimum of 150ft. in length. The requirement for a variance is due to the grade and contour of the land not allowing for the minimum length (150ft) of soil

absorption treatment trench. By installing four trenches at 112 ft. in length, the same amount of total leaching area can be achieved with additional room for a secondary leach field if necessary in the future.

A Household Sewage Treatment System (HSTS) variance application was provided by Tobias Hostetler at 26355 Jelloway Road, Danville, OH 43014, Jefferson Twp. Parcel # 37-00128.000 for a new residence. The requirement for the variance is due to the distribution pipe from the septic tank to the distribution tank going over a buried gas line and not keeping a minimum 10 ft. away from a utility line. The most suitable soil for a HSTS system is across the gas line where a certified soil scientist recommended the system and replacement area be installed. The only other option would be to install a lift station and pump the effluent up a steep hill and try to install soil absorption treatment trenches, which could prove to be extremely difficult due to the contour. Mr. Hostetler has reached out to the gas company and will be providing written documentation of approval to go over their company lines.

The environmental health staff is back to full capacity in the office. Staff has been out in the field completing food, campground, resident camps, public pool and bathing beach inspections for those facilities that have opened back up for the season. There are a handful of pool and resident camps that have decided not to renew their license and open this year due to the Covid-19.

PLANNING EDUCATION & PROMOTION – Pam Palm, Director

Tina Cockrell submitted the Drug Free Communities grant on June 7. This is a competitive year and if funded will be for five years: 2021-2025. Notification is expected by October. In response to the new normal involving long-distance learning, Tina is working with New Directions to create a Hidden in Plain Sight website.

On behalf of the DFC grant and KSAAT, Tina was asked to participate on the planning committee for the proposed downtown outdoor refreshment area (DORA). The proposal will allow outdoor and shop to shop drinking of alcoholic beverages for specific events.

Members of the DFC Teen Advisory Council have been meeting via Zoom and are still planning to host the annual Color Run on Sept. 5 in person but have back up plans for a virtual run, if needed.

With a return to regular services, we have begun to distribute child car seats with guidance from the Ohio Buckles Buckeyes program. We are not conducting group sessions, but providing one-on-one instruction. Approximately 15 seats were distributed in a two-week period. Elisa Frazee oversees the car seat distribution program with assistance from Mike Whitaker and Alayna Mowry. All three are certified passenger safety technicians.

As part of the Creating Healthy Communities grant, Tami Ruhl met with Mount Vernon Mayor Matt Starr, City Engineer Brian Ball and Knox County Commissioner Teresa Bemiller regarding a request to ODOT for assistance with Active Transportation Master Planning. Active Transportation refers to a comprehensive set of strategies to ensure better options for biking, walking, and transit. Active Transportation Plans include recommendations for prioritizing infrastructure improvements and outline recommendations for new policies, processes, and infrastructure based on public and stakeholder input.

COVID-19 continues to deter participation in the tobacco cessation program. There was only one new client in May, bringing the total number of clients for the year to 20. We usually see a decline in program participation in the summer months. Mike Whitaker reports that the mentoring program which pairs past program participants with those trying to quit, has been going well.

According to Google Analytics, the knoxhealth.com website has 6,748 users in May for a total of 15,700 sessions and 25,519 page views. The top five pages visited were: 1. COVID-19 (13,468); 2. Main Page (6,705); 3. KCCHC (417); 4. Site Index (355); 5. Staff Directory (349).

The May Facebook Live events averaged about 3392 views per video. We will continue to do the videos on a weekly basis at least through June. We currently have more than 5,200 Facebook followers. The posts with the most reach in May included: 1. Free Milk Giveaway; 2. Tick season information; 3. Updated testing stats from 5/29 when we had two positives in the same day; 4. Community survey to determine if people would come for COVID-19 testing.

Social media posts have started to integrate more general public health messaging and working to fulfill grant requirements. COVID related posts are general about testing statistics, masking, and re-opening. The number of questions and complaints coming through as comments or messages on our social media platforms has decreased significantly.

The COVID-19 Update newsletter marked its 50th issue on June 11. While we are still including information regarding COVID-19, we are transitioning to a Knox Public Health Community Update which will include information on all services provided by the agency. The newsletter is emailed on Tuesday and Thursday. Elisa Frazee is overseeing the transition to an agency newsletter with assistance from Mike Whitaker.

PUBLIC HEALTH OUTREACH – Lisa Dudgeon, Director of Nursing

Lisa shared 175 tests were done during the Centerburg drive thru clinic. Out of the 175 tests, results for 100 have come back with 4 positive tests: 2 from Knox County, 1 from Franklin County and 1 from Licking County. We continue to offer testing through drive-thru clinic and by appointment at the health department.

No written report

WIC, Cyndie Miller, R.D., L.D. WIC Director

Caseload was 813 participants for May (a decrease of 43) impacted by COVID19 pandemic. Referrals included “2” to the Mommy & Me Smoking Cessation program and “11” to the CHC (0 Adults, 0 infants, and 11 children). 37 of the 257 infants (14.3 %) currently receiving WIC benefits are certified with a risk code designated as “born early” (includes infants born less than 39 weeks gestation). 1 of 79 prenatal participants is 17 years old or less (1.2%).

The FY21 WIC Continuing Solicitation was submitted on May 22nd. An FY20 Budget Revision for the Reallocation of additional WIC funds (\$4,767) is currently being worked on for submission by June 8, 2020.

The new WIC Cert System and WIC computer have been implemented and installed. We are very grateful for the work that Brett Berger has done to make this possible. The staff are learning to navigate the new system and we are very pleased overall with the new system. There are always some “bugs” to work out, but these have been minimal and have not affected the service to our participants

“Curbside service” was continued as our method of service for our WIC participants during the month of May. Our breastfeeding peer helper continued working from home, providing breastfeeding support by

telephone and private Facebook. This also permitted four other WIC staff to work in the clinic setting with 6 foot social distancing and masks when outside of their immediate work area.

The following waivers are approved through June 30th which allowed “curbside service” to continue throughout the month of May:

Waiver of Physical Presence, Waiver of Bloodwork/Anthropometric requirements; Waiver for food flexibilities for milk, eggs, and bread (due to shortages reported in the stores for certain WIC authorized foods); Waiver to postpone proof of residency, proof of income, identity, etc.; Waiver of the in-person nutrition assessment requirement; Waiver of participant signature requirement of consent of rights and responsibilities and allow for WIC staff to sign on participant’s behalf to attest these rights and responsibilities were provided verbally; Waiver on minimum stocking requirement for contracts with Vendors beginning July 1, 2020; Waiver of separation of duties requirements (allowing one WIC staff to determine eligibility for all certification criteria and issue WNC *benefits* for the same participant).

We are awaiting future changes in the “Stay Safe in Ohio” directives in order to plan programming for the Farmer’s Market Nutrition Program and initiation of the Knox County Milk Drop. WIC Farmers’ Market coupon issuance has been delayed until the month of July.

Usually coupon issuance began in the month of June. One Call Now messages have been sent to inform participants of these changes. Heidi Myers has been in contact with the OhioHealth Mothers’ Milk of Ohio to discuss the possibility of starting the Knox County Mothers’ Milk Bank Drop-off site later this summer.

COMMUNITY HEALTH CENTER – Lane Belangia, CEO

Grant: The Second HRSA Covid Response Award, H8D; (the largest of the three awarded) is currently processing. We have been asked to update our budget once to date and are hopeful the updated information will be accepted and pass inspection. Only having to submit one correction was surprising because of the monetary value of the grant. The third HRSA award received for Covid Response, (H8E) has also been submitted for review and we are currently awaiting any requests for updates budget related. Ashley and I completed a request for information from Direct Relief in order to be eligible for grant funds to assist with the Covid-19 response. Ashley provided information about the centers response, transition to Tele-health and our staffing adjustments needed to comply with social distancing. I provided a story about our dental services and how they have been most impacted by Covid. We were chosen as eligible to receive grant money which totaled \$30,000, the board will need to approve/accept and is on the agenda. This fund is not restrictive and can be used for any needs during the Covid pandemic. Kudos to Ashley for helping, I basically threw this in her plate as I did not have time to fill out one more grant request or survey related to Covid but thought the opportunity was worthy of a response, and it was!

Fiscal The center main grant continues to be drawn down proportionally per budget and the supplemental HRSA awards are being utilized as per their individual budgets as well. The revenue for the month of May has improved and totaled \$86,499 this was the highest revenue received since the Covid outbreak and is still well below budgeted revenue per month which should be \$179,112 per month. The supplemental funds are being used to offset revenue loss and will continue to offset loss for the next 6 months of operations.

Billing: 340B will begin in July for Danville and will now include Medicaid Managed Care insurance plans at that time. We have been working to recognize these enhancements to the 340b program since last fall. The increased volume will bring additional revenue into the center. Our ability to “buy/bill” Vivitrol injections for patients in addiction recovery services has also been a recent development with

340B and will attribute to additional revenue as the center now receives the revenue from this medication that would be passed back to the manufacturer in a non-FQHC clinic. 340B allows approve entities, (in this case the Health Center) to receive the profits normally given to the drug manufactures all profits received are to be passed back to the patients. Our program is just beginning and all revenue to date either pays to manage the program or is used to pay for medications patients cannot afford.

Grant Management: N/A

Covid-19: The Centers in Ohio have been approached by the Ohio National Guard as directed from Governor Dewine to quickly partner and bring more tests to the communities we serve. The idea of Health Centers operating and providing access to large populations of underserved in the state while

being well situated geographically to see these populations is the idea behind the initiative. This center being operated inside a local health department has reduced many of the challenges other centers face in attaining testing kits and setting up clinics. The Health Department has already performed one clinic in Mount Vernon where 176 people were tested very efficiently and without delay. The “ask” from the National Guard was to gauge interest and reply with your centers willingness to partner.

I have replied our interest in partnering with the guard for a drive up clinic to be performed in Danville and or Centerburg and am awaiting response. I am providing basic information at this time and a date of July 1st is being looked at.

Co-Applicant Board Compliance: The June meeting each year is considered the annual meeting. During this meeting we re-organize the board officers. The only officer up for re-appointment or new-appointment is the secretary position. Our current secretary is Peg Tazwell. Peg is a non-consumer board member and represents child care and access to care for children in Knox County as the Director of our local Head Start program. Peg has served as secretary for the last 3 years, I will be discussing with Peg her intent to continue or not prior to our meeting.

The Health Commissioner and I have continued to think of a good way/platform to hold a combined meeting between the Health Dept. board and our Board. With the Covid outbreak this has been put on hold but we will revisit and schedule as allows. The collaboration and interaction will be important as the center grows.

CEO Update: The center has 2 employees whom are still transitioning back into regular working hours as they both have had child care barriers with Covid. One employee has permanently transitioned to working from home except for one day per week. All other staff are present in Mount Vernon or Danville keeping socially distanced and observing the wearing of masks and taking temperatures daily. Medical services have transitioned back to in person visits, dental is seeing approximately 75% of their normal capacity due to Covid precautions and spacing limitations and BH services are in person and also via telehealth. All in all access to care continues to increase and we are on track to resume immunizations the month of July with the assistance of public health nurses. We will also be contacting the local school districts to plan this year’s sports physicals for the upcoming months as schools look to resume classes in August.

PPE supplies have not been a concern for the center to this point, we are able to attain replacement stock and have received multiple free shipments from organizations linked to FQHC support nationwide.

I will be meeting with a local dentist to discuss plans to bring a Medicaid practice into the FQHC umbrella and report back to the board as able during our meeting.

June brings the Center to 3 years and 6 months in age. To put this in perspective a new start up FQHC operates with a magnitude of growth challenges including financial, staffing, operational, and compliance related for a typical 5 to 8 year period. We are over a third of the way through the process and doing very well.

When Julie and I can actually engage in operational related conversations outside of Covid these days it is apparent how well we have grown as a center. It is amazing to review the added services brought into what started out as a part time dental and medical office. We also enjoy discussing how we can better support the employees and think about what pivotal roles are needed to continue this positive growth trend. Additional supervisors and directors will be needed and also providers will be hired as we need to offer a variance to services and give the providers and patient's options in care.

I would like you all to think back to our first official board meeting or for those members newer to the role think back to when you first started serving as a board member. I encourage you to think of where we were at that time and try and remember where we were trying to go. Continue to engage and challenge us to ensure we are navigating toward always providing services the best way possible.

Thank you all for the support and service you bring to this board.

3.3. Health Commissioner

HEALTH COMMISSIONER REPORT – Julie Miller, R.N., M.S.N

Covid Update:

- We will be holding a Covid-19 testing drive through again on Monday, June 22nd from 10am-6pm. This event will be held at the Centerburg High School site for anyone 18 years and up, at no cost to the participant. Insurance info is collected for the test processing and is only used by the lab reading the tests. No one will receive a bill.
- The County Emergency Operations Center (EOC) now meets 2x per week for reporting purposes and to keep key stakeholders up-to-date on Covid activities. We have begun to do some "after action reporting" work so that at the end of Covid - we don't have to go back months to remember what we would like to do to make our next response better.
- We will be offering Covid testing to employees who would like to have the test administered in the next week or so.
- I am working with our local elected officials and other key stakeholders on a "tiered risk management system" or response. The state is also looking to potentially utilize this system for crisis situations such as Covid.
- I am really disheartened by Dr. Acton's resignation but as a personal friend of hers, know it is the right thing for her to do. She is not built for the politics and bureaucracy that comes with the position esp. in a time of crisis. Lance Himes, will step in for his 3rd time to become the interim ODH Director. Lance is a good guy, trusted among health commissioners but is an attorney by training, not a health professional. We will have to wait and see if we can get someone as committed to advocating for local public health in the office as Dr. Action was/is.

General updates:

- Thanks to Joyce and Zach the agency classification plan, pay scale and salary adjustments are ready to be approved this month. The Board Finance Committee met last Friday and reviewed all of the documents and provided feedback.
- One new policy will come to you for approval and that is an agency "Longevity Policy". The Finance committee also looked at this policy and made suggestions for change. I have attached it here for your review. Currently, the leadership team is reviewing the policy too.
- Also at the Board meeting you will be asked to open a new position, that of "Deputy Health Commissioner". The finance committee was also helpful in reviewing this and offering questions and suggestions. This position is recommended by me as we continue to work on the completion of our agency succession plan. This position, once filled, will allow the Board some flexibility with hiring, with coverage in the absence of the health commissioner, and as our agency continues to grow ensure that our services, programs and responsibilities meet the expectations of the Board, local stakeholders and the State.
- I will be presenting a statement I have drafted for your consideration regarding the current state of concerns locally, statewide and nationally with racism and inequality. These topics have been on my radar for some time as we are tasked through accreditation, some of our funding sources and as an expectation of a public health agency with ensuring that our agency performs and serves equitably and without prejudice. Racism and inequality negatively affects all areas of health and well-being including education, housing, food access, economics and overall health. I will ask the Board to consider this as an item of discussion at our meeting and consider approval.
- I am pulling a group of employees together as a "Redesigned Work Place" work group. I will gather input and feedback from these employees on how our workplace might look post Covid i.e. remote or telecommuting options, rotation of employees on "shifts", etc. I am hopeful that it will shed some light on how we can move forward into the future and also indicate a true need of space for our agency.

Barry George, MD, entered the meeting @6:40PM.

4. New Business

4.1.Finance

4.1.1. Income and Expense

Ron Moder made a motion to approve the income and expense report. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

KNOX COUNTY GENERAL HEALTH DISTRICT RECEIPT & EXPENDITURE SUMMARY REPORT MAY 31, 2020							
FUND NAME	JAN 1, 2020 BALANCE	MAY REVENUE	YEAR-TO-DATE REVENUE	MAY EXPEND.	YEAR-TO-DATE EXPEND.	MAY 31, 2020 BALANCE	
District Health Fund							
801 - District Health Fund*	1,429,804.70	353,423.39	1,275,541.81	170,716.52	897,001.02	1,808,345.46	
Environmental Health Restricted Funds							
805 - Swimming Pool Fund	2,147.43	504.00	504.00	337.94	1,399.42	1,252.01	
806 - Food Service Fund	17,400.58	5,034.50	163,742.75	33,415.40	107,597.76	73,545.57	
807 - Private Water Fund	1,248.29	5,450.80	31,284.19	4,321.48	23,402.38	9,130.10	
809 - Sewage Program Fund	6,585.70	7,117.00	41,530.00	7,883.29	38,005.81	10,104.89	
810 - RV Park/Camp Fund	18.98	1,400.00	6,400.00	1,076.90	2,114.65	6,304.33	
Subtotal	27,395.98	19,506.30	245,460.94	47,035.01	172,520.02	100,336.90	
Special Revenue Funds							
819 - Solid Waste Fund	300.04	0.00	25,902.56	854.91	17,301.28	8,901.32	
Subtotal	300.04	0.00	25,902.56	854.91	17,301.28	8,901.32	
Grant Funds							
808 - W/C Grant Fund FY Oct. 1 - Sept. 31	2,1387.79	51,462.04	155,164.44	41,690.20	133,083.04	43,469.19	
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	19,506.39	6,614.79	50,696.87	6,614.80	39,942.39	30,260.87	
812 - PHEP Grant Fund FY July 1 - June 30	7,876.33	24,516.52	46,605.50	4,591.32	26,988.08	27,493.75	
813 - MCH/MO2 Grant Fund FY Oct. 1 - Sept. 30	59,943.78	50.00	8,750.00	3,048.54	13,483.15	55,210.63	
814 - Community Health Center Grant FY April 1 - Mar 31	60,089.46	197,536.87	916,059.33	227,850.73	924,128.78	52,020.00	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	4,319.88	12,788.54	47,015.52	12,598.35	46,335.40	5,000.00	
Subtotal	173,123.63	302,968.76	1,224,291.68	296,391.94	1,183,960.85	213,454.44	
TOTAL ALL FUNDS	1,630,624.35	675,898.45	2,771,196.97	514,998.38	2,270,783.17	2,131,038.15	

*Includes Health Levy, Political Subsidies, Vital Statistics, CMH, Safe Communities, TUPC Grant, United Way Grants

4.1.2. Transfers/Cash Advances – Resolution 2020-07

Amanda Rogers, DVM, made a motion to approve Resolution 2020-07. Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Lee Rhoades, Barb Brenneman, Barry George, MD, Diane Goodrich, Ron Moder, and Amanda Rogers, DVM: in the negative; none. The motion was approved.

RESOLUTION 2020-07

General Fund

1. Transfer \$40,000 from 801.1510.50601 to 808.1510.41100
2. Transfer \$5,192.19 from 801.1510.50601 to 830.1510.41100

Advance Pay Backs to General Fund

1. Advance Pay Back \$20,000 from 806.1510.50602 to 801.1510.41100
2. Advance Pay Back \$20,000 from 808.1510.50602 to 801.1510.41100
3. Advance Pay Back \$120 from 810.1510.50602 to 801.1510.41100
4. Advance Pay Back \$5,000 from 830.1510.50602 to 801.1510.41100

Bond Payment

Community Health Center

1. Transfer \$4,740 from 814.1510.50614 to 301.1140.41100

4.2. Personnel

4.2.1. Approval to open Deputy Health Commissioner position.

Lee Rhoades made a motion to approve opening the Deputy Health Commissioner position. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.3. Contracts

4.3.1. Approval of Memorandum of Agreement with Ohio Association of Community Health Centers to participate in the Health Center Controlled Network's (HCCN) Data Integration Platform effective May 28, 2020 through July 31, 2022. (non-monetary).

Diane Goodrich made a motion to approve Memorandum of Agreement with Ohio Association of Community Health Centers to participate in the Health Center Controlled Network's (HCCN) Data Integration Platform effective May 28, 2020 through July 31, 2022. (non-monetary). Amanda Rogers, DVM, seconded the motion; in the negative: none. The motion was approved.

4.3.2. Approval of PRN contract with Amy Schuman, Dental Hygienist, to provide dental hygiene services in the Community Health Center as needed, \$35/ hour, maximum, \$10,000, effective July 1, 2020 – June 30, 2021.

Amanda Rogers, DVM, made a motion to approve PRN contract with Amy Schuman, Dental Hygienist, to provide dental hygiene services in the Community Health Center as needed, \$35/ hour, maximum, \$10,000, effective July 1, 2020 – June 30, 2021. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.4. Board Approvals

4.4.1 Approve Classification & Compensation Plan and Salary Scale FY2020- 2022.

Ron Moder made a motion to approve Classification & Compensation Plan and Salary Scale FY2020-2022. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

4.4.2. Approval of Longevity Pay Policy, effective January 1, 2021.

Amanda Rogers, DVM made a motion to approve the Longevity Pay Policy, effective January 1, 2021. Lee Rhoades seconded the motion. On roll call the following voted against the motion: Eric Siekkinen, RPh, Lee Rhoades, Barb Brenneman, Barry George, MD, Diane Goodrich, Ron Moder, and Amanda Rogers, DVM. The motion failed.

4.4.3. Acceptance of Direct Relief Funding totaling \$30,000 awarded May 14, 2020 for the Knox County Community Health Center's COVID-19 response, aiding in, and supporting community health during the COVID-19 pandemic.

Barb Brenneman made a motion to accept Direct Relief Funding totaling \$30,000 awarded May 14, 2020 for the Knox County Community Health Center's COVID-19 response, aiding in, and supporting community health during the COVID-19 pandemic. Diane Goodrich seconded the

motion; in the negative: none. The motion was approved.

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

DISCUSSION

KPH Statement on Racism, Inequity and Non-Violence 2020 Declaration - Racism is a Public Health Crisis

Julie and the board members discussed in detail the statement on racism, inequity and non-violence and the 2020 declaration – Racism is a Public Health Crisis. The statement recognizes Public health is the science of protecting and improving the health of people, entire populations and their communities; these populations can be as small as a local neighborhood, or as big as an entire country or region of the world. The 2020 declaration states that Knox Public Health is committed to supporting and promoting the health of all Knox County residents and works towards allowing each resident to experience optimal health and a safe environment. The events that have unfolded over the past few weeks are a reflection of systems that we realize are broken, and that have been for some time. Optimal health and a safe environment should be defined as the ability of all residents to be treated equally, without prejudice and in a non-violent manner.

No action was taken.

Health Commissioner and/or CHC CEO approved/signed the following:

- Renewed MOA with The Freedom Center for Substance Abuse Treatment referrals, as needed, effective May 14, 2020 through May 14, 2022. – non-monetary
- Renewed MOA with Knox Area Transit for Transportation Services, as needed, effective May 15, 2020 through May 15, 2022 – non-monetary
- Renewed contract with Knox County Office of Homeland Security and Emergency Management (EMA) for services to include emergency response planning, grant writing and reporting, and coordination of emergency response drills and/or exercises, (PHEP coordination (12 hours per week x 52 weeks) for a maximum amount of \$19,500 effective July 1, 2020 through June 30, 2021.
- Agreement with KCH for medical 24/7 consultation services particularly during public health emergencies and as backup in the absence of the KCHD medical director; at a total cost not to exceed \$1,500/year, effective July 1, 2020 to June 30, 2021.
- Renewed MOU with the Knox Substance Abuse Action Team coalition for Knox Public Health to serve as the Drug Free Communities grant applicant and the coalition to oversee programs within the grant, effective September 30, 2020 and remains ongoing.
- Renewed Pharmacy Services Contract with Eastside Conway's Pharmacy for the Knox County Community Health Center to pay for eligible prescriptions for patients, as needed, effective May 5, 2020 and remains ongoing.
- Renewed contract with East Knox School District to provide a public health nurse for the 2020-2021 school year, effective, July 1, 2020 through June 30, 2021, hourly rate \$45.00, maximum \$66,240.00.
- Renewed contract with Knox County Career Center to provide a public health nurse for the 2020-2021 school year, effective, July 1, 2020 through June 30, 2021, hourly rate \$43.00, maximum \$67,424.00.

- Renewed contract with Nick Gotschall, LPCC, to provide peer review services for clinical counselors & social workers at the Knox County Community Health Center for an annual maximum of \$2,000 effective June 1, 2020 through May 31, 2021.

5. Adjournment

Being no further business, Lee Rhoades made a motion to adjourn the meeting. Ron Moder seconded the motion; in the negative: none. The motion was approved.

The Board meeting adjourned at 7:27 p.m



Eric Siekkinen, RPh
Board President



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