



Promotion • Prevention • Protection  
 We ARE Public Health!

March 25, 2020

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

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

**1. Convention**

**1.1. Call to Order**

Eric Siekkinen, RPh called the meeting to order at 6:30 p.m.

**1.2. Acceptance of Agenda**

Amanda Rogers, DVM made a motion to accept the agenda. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

**1.3. Approval of the minutes for February 26, 2020 Board of Health meeting.**

The minutes of the regular meeting held, February 26, 2020 were reviewed and accepted. Barry George, MD made a motion to approve the minutes. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

**1.4. Approval of Bills**

Ron Moder made a motion the accounts payable be approved and payment authorized with the itemized list becoming by reference a part of the minutes. Joe Porter seconded the motion; in the negative: none. The motion was approved.

FUND	AMOUNT
801 - General Fund	46,437.67
806 - Food Service Fund	608.98
807 - Private Water Fund	1,868.69
808 - WIC Grant	190.00
809 - Sewage Program Fund	1,255.54
811 - Creating Healthy Communities Grant	830.11
812 - Public Hlth Emergency Preparedness Grant	247.00
814 - Community Health Center Grant	72,667.47
819 - Solid Waste	30.74
830 - Drug Free Communities	5,271.64
<b>Total</b>	<b>\$129,407.84</b>
<b>THEN &amp; NOW</b>	
801 - General Fund	18,825.46
806 - Food Service Fund	487.77
807 - Private Water Fund	1,104.00
808 - WIC Grant	150.00
809 - Sewage Program Fund	627.00
811 - Creating Healthy Communities Grant	280.11
812 - Public Hlth Emergency Preparedness Grant	180.67
814 - Community Health Center Grant	34,578.51
830 - Drug Free Communities	146.64
<b>Total</b>	<b>\$56,380.16</b>

### 1.5. Public Participation-None

## 2. Hearings/Readings/Regulations

**2.1. Approval of household sewage treatment system variance to Morgan R. Rinehart for 98 Mill Street, Fredericktown, OH Morris Township, Parcel # 53-00079.000 to allow HSTS component less than 10 ft. to a property line as written in the Ohio Administrative Code 3701-29-06, along with adding additional effluent distribution lines that cannot meet full length of contour per Ohio Administrative Code 3701-29-15, in order to abate a public health nuisance.**

Joe Porter made a motion to approve household sewage treatment system variance to Morgan R. Rinehart for 98 Mill Street, Fredericktown, OH Morris Township, Parcel # 53-00079.000 to allow HSTS component less than 10 ft. to a property line as written in the Ohio Administrative Code 3701-29-06, along with adding additional effluent distribution lines that cannot meet full length of contour per Ohio Administrative Code 3701-29-15, in order to abate a public health nuisance. Amanda Rogers, DVM seconded the motion: in the negative; none. The motion was approved.

**2.2. Approval of household sewage treatment system variance to Charlie Hammons for 243 State Street, Brinkhaven, OH parcel # 62-00208.000 to allow installation of a replacement HSTS component less than 50 ft. to a private water system as written in the Ohio Administrative Code 3701-29-06.**

Barry George, MD made a motion to approve household sewage treatment system variance to Charlie Hammons for 243 State Street, Brinkhaven, OH parcel # 62-00208.000 to allow installation

of a replacement HSTS component less than 50 ft. to a private water system as written in the Ohio Administrative Code 3701-29-06. Jeff Harmer seconded the motion: in the negative; none. The motion was approved.

### **3. Special Reports**

#### **3.1. Board Report**

*Eric Siekkinen shared that he was confident things are being done well through the Coronavirus crisis.*

#### **3.2. Leadership Report**

##### **ADMINISTRATIVE SERVICES & OPERATIONS- Zach Green, Director**

###### **Accreditation**

March started the first round of one-on-one meetings between the Accreditation Coordinator and Domain Leaders. The majority of Domain Leaders are familiar with PHAB, their Domain, and the accreditation process. However, with new staff and staff leaving the Accreditation Team, there are four new employees in charge of domains. Carmen is working with those individuals with assistance from the former Domain Leaders to get everyone up to speed. During one-on-one meetings, Carmen shared an in depth document tracker to organize all documents KPH submitted to PHAB including: required dates for all documents, notes regarding what was accepted or required additional submission. The intent is to utilize this document when reaccreditation occurs as a guide to keep us organized and efficient. Staff were briefed on the Strategic Impact Team and the new system we are setting in place regarding Performance Management and Quality Improvement. The SIT also revealed the first of our monthly bulletin boards with information on Accreditation, PM, and QI. The intent is to keep staff informed and engaged. The team is also working on an interactive training we can run three or four times per year for staff. Since the introduction of the SIT to the staff, there have two submissions for QI projects. More to come on the Clear Impact Software we are utilizing for PM, we need a full quarter of data to input into the system before Carmen can fully assess what it can do for this agency.

###### **Facility/Maintenance**

Kurt Goodenberger with SoL Harris/Day feasibility & renovation cost report is still pending. A preliminary meeting occurred with Modern Office Methods to identify plausible solutions with our printer & copier functions within the agency. Currently, the ComDoc contract is still valid but a future change is desired. In order to ramp up efficiency, the agency has begun looking into tri-fold system for mailing envelopes & compiling bill list.

###### **Fiscal**

The fiscal staff met with this Finance Committee this month to finalize the permanent appropriations FY 2020 and the budget for 2021. The State has pushed back the due date of the Annual Financial Report (AFR) to July 1, 2021 but we are continuing to work on it and completing it by April 1.

With the current situation with COVID-19 the fiscal staff will not be attending the training scheduled for March 26-27th in Texas and will reschedule to attend the training at a later date this year. Furthermore, the Board of Highlights have been revised to identify trends over the last three years. Any and all feedback of the revised Revenue v. Expense spreadsheet would be appreciated.

###### **Public Health Emergency Preparedness (PHEP)**

PHEP deliverables that have been submitted and expensed are tactical Communication Strategies and IMAT inventory drill. In addition to PHEP related activities, the Knox Public Health ERP is continued to be reformatted. A great deal of time has been put towards COVID-19 related activities and tasks.

The COVID-19 Response activities are changing daily, therefore morning and afternoon briefing with stakeholders has been launched to ensure a proactive approach is sustained.

**Fiscal Coordinator Report – Katie Hunter**

KNOX COUNTY GENERAL HEALTH DISTRICT BUDGET HIGHLIGHTS FEBRUARY 29, 2020									
	February Revenue			February Expense			February Cash Balance		
	2020	2019	2018	2020.00	2019.00	2018.00	2020	2019	2018
<b>Director Health Fund</b>									
801 - District Health Fund*	720,054.29	686,513.77	530,370.36	169443.88	137801.59	129038.82	1,785,895.72	1,078,682.71	1,068,833.83
<b>Environmental Health Restricted Funds:</b>									
805 - Swimming Pool Fund	0.00	0.00	19.55	204.01	300.08	139.03	1,576.89	4,306.88	5,745.13
806 - Food Service Fund	104,054.80	79,453.00	62,019.16	161,733.31	152,599.93	126,103.33	96,602.23	66,038.84	57,872.07
807 - Private Water Fund	2,106.60	4,934.79	2,301.34	4,524.01	5,735.15	5,894.51	7,274.09	1,398.51	4,400.88
809 - Seware Program Fund	5,141.00	6,990.00	4,560.40	6,403.07	8,477.25	6,965.70	8,530.29	10,301.53	35,333.68
810 - RV Park/Camp Fund	0.00	0.00	10.82	182.84	104.52	191.38	6,660.93	136.93	2,942.56
<b>Subtotal</b>	<b>111,302.40</b>	<b>91,377.79</b>	<b>69,211.27</b>	<b>27489.24</b>	<b>29876.93</b>	<b>25800.97</b>	<b>126,664.45</b>	<b>81,382.69</b>	<b>106,516.32</b>
<b>Special Revenue Funds:</b>									
803 - Home Health Fund		45,261.12	33,103.13		36,969.51	34,752.43		80,531.43	742,742.44
819 - Solid Waste Fund	6,000.00	0.00	79.16	4,333.02	5317.47	2,787.69	2,679.28	12,062.78	14,529.28
<b>Subtotal</b>	<b>6,000.00</b>	<b>45,261.12</b>	<b>79.16</b>	<b>4,333.02</b>	<b>40284.98</b>	<b>37540.12</b>	<b>2,679.28</b>	<b>81,738.21</b>	<b>757,271.72</b>
<b>Grant Funds:</b>									
808 - WIC Grant Fund FY Oct 1 - Sept 31	28,209.55	20,763.80	421,608.45	207,69.59	21320.91	19631.30	24,389.80	13,495.60	26,564.96
811 - Creating Health Com Grant FY Jan 1 - Dec 31	22,312.49	8,027.10	10,662.20	7,447.11	5,994.17	6,715.87	32,856.36	31,276.88	16,152.32
812 - PHEP Grant Fund FY July 1 - June 30	13,101.43	3,595.01	22,010.70	4,175.79	4,020.84	4,603.82	11,984.75	10,332.81	35,764.70
813 - NCHAD2 Grant Fund FY Oct 1 - Sept 30	30.00	1,007.61	7,114.19	2,253.01	6,025.01	1,795.49	54,336.74	64,024.44	25,201.89
814 - Community Health Center Grant FY April 1 - Mar 31	165,819.17	128,690.87	110,677.85	190,338.61	163,164.67	93,116.78	18,837.79	46,577.45	211,901.40
820 - Drug Free Communities FY Oct 1 - Sept 30	14,680.74	8,045.66	7,188.93	11,238.68	8,409.27	7,202.41	4,807.81	4,572.39	5,443.28
<b>Subtotal</b>	<b>244,173.38</b>	<b>170,130.05</b>	<b>179,362.32</b>	<b>236,222.79</b>	<b>208,934.87</b>	<b>133,045.67</b>	<b>147,413.25</b>	<b>170,279.57</b>	<b>321,028.55</b>
<b>TOTAL ALL FUNDS</b>	<b>1,081,530.07</b>	<b>993,282.73</b>	<b>778,923.11</b>	<b>437,488.93</b>	<b>416,900.57</b>	<b>325,445.56</b>	<b>2,056,653.70</b>	<b>2,148,725.24</b>	<b>2,253,670.42</b>

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

**HUMAN RESOURCES – Joyce Frazee, Human Resource Supervisor**

This month you will be asked to approve the hiring of Hannah Oliver with a start date of May 11<sup>th</sup>. She will be filling the new administrative assistant role in fiscal. She has a BA in Business from MVNU, and fiscal experience from her positions with Kirlin’s Hallmark, CVS Pharmacy and most recently at First Knox. Her primary role will be monitoring and processes agency accounts payables/receivables among many other daily tasks.

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

A sewage variance application has been provided by Morgan R. Rinehart for 98 Mill Street, Fredericktown, OH Morris Township, Parcel # 53-00079.000. The variance application is due to a household sewage treatment system that is currently failing and creating a public health nuisance. The parcel is less than a half an acre in size. In order to abate the nuisance, a new septic tank with a lift station will be required that will not meet the isolation requirements from the property line per Ohio Administrative Code 3701-29-06. Also, the new leaching lines will not be able to meet the full length of contour for the property per Ohio Administrative Code 3701-29-15. Therefore, additional shorter lines are necessary to meet the total linear loading requirements for effluent treatment.

A sewage variance application has been provided by Charlie Hammons for 243 State Street, Brinkhaven, OH Parcel # 62-00208.000. The parcel is less than half an acre in size. The variance application is due to a household sewage treatment system replacement septic tank that will not be able to meet the isolation distance of 50 ft. from the private water well per Ohio Administrative Code 3701-29-06. In order to ensure additional effluent leach lines can meet the 50 ft. isolation distance to the private water well, the replacement septic tank will be on the downhill slope from the well and will be located 35ft to 40 ft. from the existing private water well. Septic tanks are required to be water-tight and from a facility approved through the Ohio Department of Health.

With the continued daily updates regarding the Covid-19 response, environmental health staff have been working diligently to provide information and guidance to food service operations that have been temporarily closed for dine-in services. The updated guidelines have been provided by phone, email, our website and through social media. We will continue to monitor and provide the most recent information as it becomes available.

**PLANNING EDUCATION & PROMOTION – Pam Palm, Director**

No written report

**PUBLIC HEALTH OUTREACH – Lisa Dudgeon, Supervisor**

No written report

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

*Caseload was 854 participants for December (Increase of 4).* Referrals included 4 to the Mommy & Me Smoking Cessation program and 31 to the CHC (1 Pregnant, 1 postpartum and 29 children).

57 of the 271 infants (21%) currently receiving WIC benefits are certified with a risk code designated as “born early” (includes infants born less than 39 weeks gestation). **Three** of 84 prenatal participants are 17 years old or less (3.57%).

Plans were underway for National Nutrition Month and the Open House for Knox County WIC Milk Drop.

Due to the COVID-19 pandemic, these activities have been canceled. We hope to reschedule our Open House at a later date.

**COMMUNITY HEALTH CENTER – Lane Belangia, CEO**

**Co-Applicant Board Report March 2020**

**Grant:** New NOA received indicating the grant will reset on April 1<sup>st</sup> with funding totaling 75% of the entire award. This is related to government approvals and pending legislation to be voted on in the next quarter of 2020 that will release the entire fund.

**Fiscal:** The Board of Health Finance committee indicated a desire to meet with the Co-applicant Finance Committee to review future center finance predictions and other fund related operational questions. As discussed between leadership for the Health Department and Health Center Board it was decided to invite Board of Health members to our April meeting where we will have a brief business meeting followed by a “State of the Center” Address from myself and Julie Miller. The meeting is needed and was proposed in late fall to occur at the time the Grant resets in April. This will be an opportunity for both boards to hear and discuss the health center and future collaborations. Please refer to your copy of the Public Entity Centers: A Discussion Monograph for reference of how Co-applicant boards and Public Entity boards are required to collaborate in order to prepare of the meeting. If you need a copy of this document please let us know.

**Supplemental Funding:** No known new funding opportunities at this time.

**Billing:** AR days continue to increase; however slightly, we are now seeing old claims process for dental indicating finalizing credentialing. The AR is watched daily and I am discussing the account with our third party billing company weekly. Any future change to the contract would delay receipt of revenue for a period of time and put the center at potential financial risk. I do not feel this is the time to change the contract but know I have reviewed other options including internalizing the process in order to plan in case future developments occur.

**Grant Management:** The grant will start the next project period April 1<sup>st</sup> and a carryover request for the IBHS fund will be completed shortly after as the due date for the carryover request is July 31<sup>st</sup>.

Fiscal and I will work to complete soon after April as the sooner complete the sooner we can expend the money remaining in the fund.

**Co-Applicant Board Compliance:** The annual UDS report has been sent back for review as there are data related questions needing clarification. This report is our required annual report speaking to all patient, fiscal, and QI related data and used to satisfy the performance and monitoring component of operations for the center. See the below copied explanation from the compliance manual for reference.

*The health center produces data-based reports on: patient service utilization; trends and patterns in the patient population; and overall health center performance, as necessary to inform and support internal decision-making and oversight by the health center's key management staff and by the governing board.*

**CEO Update:** I have been out and about presenting and promoting center services daily as we continue to discover clarification and information about the center and services is well received and needed. Many in the community still look at the center doing the same thing we have done for years from before the center funding. If any of you know a person or entity might benefit from us speaking to please let me know.

Danville received their individual Medicare and Medicaid numbers (we have been waiting on this since December). Now we have contracted the site with all insurance and enrolled our providers. We are beginning to release claims for payment at this time.

The Center is working hand in hand with developments of the Coronavirus in the state and area ensuring clear and accurate information is being provided to the public and to ensure we are prepared in the center to accommodate any future needs from patients regarding this newly developing concern.

We continue to speak to increasing visit counts to better reflect a comprehensive approach in caring for our patients. Also, ensuring providers are available to meet the patient where their needs are is a growing topic of discussion as the center limits it's hours and days services are provided which could be preserved as a barrier to care. This along with the growth trends related to annual visit count could lead to questions about the center's ability to meet the growing patient need with its current structure. We want to be proactive and continue to engage need as it arises. This board is a key component to guiding development. I thank you all for your engagement and assistance.

### 3.3. Health Commissioner

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

**Julie thanked the amazing staff for hanging in there during the COVID-19 pandemic. She thanked Lisa Dudgeon, Jenn Bohman, and Natasha Lester for manning the call line, making contact with people in the community under quarantine and the time it takes to investigate each case; Pam Palm and Alayna Mowry for their outstanding social media responses; Kyle Clark for coordinating with EMA and learning how we work together; Joyce Frazee, Zach Green and Katie Hunter for adjusting to the day-to-day operations; Nate Overholt for going out to inspect businesses to confirm they are following the new COVID-19 guidelines and social distancing mandates; Brett Berger for the great job he is doing up front; and the rest of the staff that are telecommuting and adjusting their hours on a rotating basis to keep the agency open. She is also thankful for the great community partners we have to work with.**

**We are checking temperatures of all staff reporting to work and any visitor coming in the building and implementing restrictions to who is allowed in the building and reducing staff in the building. Providers continue to see their patients through telehealth. Dental services are reduced to emergency only. Julie continues to monitor the fiscal impact every day. Staffs that are unable to telework or work onsite are utilizing their leave time for hours not working, and I may potentially**

**be adding more personal leave to help staff receive full pay. Based on historical Epidemiology reporting this epidemic could continue until July 1.**

**As of today I estimate we have received almost 750 calls in a week. The call line is open Monday – Friday 8:00 a.m. – 5:00 p.m. By reviewing symptoms with each person we have made an impact on the number of people going to Urgent Care or the Emergency Department.**

**A partial Emergency Operating Center (EOC) was opened at the county Emergency Preparedness Office. The planning committee has been meeting to plan for mass sheltering, isolation and quarantine, mass fatality and having personal protective equipment ready when or if needed.**

**Governor DeWine amended House Bill 197, to allow BOH members conduct meetings electronically during the COVID-19 crisis.**

Lots of COVID-19 activities taking place for some of us and others here are just carrying on the good work we do on a daily basis. I think this week will find me pulling more employees in to assist with our response. The easiest part of this report is to tell you the things I have been working on or accomplished outside of our pandemic response efforts:

- 1) A contract for sexually transmitted disease/HIV testing services with Kenyon College has been developed. This is a new contract because Kenyon has been gracious enough to offer to expend some dollars towards this vital service to their students and because we lost grant funding for supplies. Look for that contract to approve once it gets past all the reviews.
- 2) I have been able to complete an assessment of "criticality" (how critical is a position) on each current leadership team members. This gives me/us a rating on how critical the position is to the organization and how critical the person in the position may be vacating it on their own terms. Now that I have that information I will begin looking at those that are at the highest rating of criticality and work through the requirements of the position, the characteristics of the position and the skill set needed for the position. As you might guess, the position of health commissioner ranked high and I will be seeking some guidance from you on characteristics and skill set for the position.
- 3) Joyce, Zach and I have begun working on the Compensation & Classification Plan, pay scale and job classification descriptions. We hope to have this done by the end of April and share it with both the Workforce and Finance Committees prior to bringing to full Board for approval in June.
- 4) I hope to be sending you the revised Board of Health Manual prior to the March Board meeting so that I can get feedback from all. Diane G. and Joe P. have been working on this revision with me and I appreciate their feedback and objective viewpoints. This will be an agenda item in April.
- 5) Lots of items have been put on hold i.e. firearm violence policy proposal with this COVID-19 response - stay tuned. Even the State has given us a grace period until July 1 for our AFR and our quality indicators.
- 6) I am not sure that Zach won't update you on facilities information but my quick info is that the architectural firm we hired to give us estimated reno. costs on the Siemens building should be getting those to us prior to the Board meeting. We hope to meet with the facilities workgroup to discuss.

## **COVID-19**

1) We are doing the best we can to reduce the number of extraneous visits to our building. All community meetings in the conference room will be cancelled or rescheduled. We are asking the public to apply for birth and death records on-line and only come in to pick them up if they cannot be mailed.

We are promoting folks to call prior to visiting for any billing questions and to pay on line or by mail if needed.

2) As you know the public schools are closed so we are remaining as flexible as we can with staff who may need to take time off to care for children. It is my understanding that this should have limited impact to our services.

3) This week we will be establishing a local call line for residents who have questions about illness and to triage them to the correct place. This will be done with the support of EMA and in collaboration with KCH. Stay tuned.

4) All of the MVNU folks being monitored by us remain well at this point. We have lots of phone calls from a variety of providers related to testing but the one test we know was done without our approval was negative for COVID-19.

5) Education and promotion are a large part of our efforts and you may have heard or seen me on the radio, the mayor's podcast or a Facebook live video. Look for more of that.

6) Kyle Clark, at my direction, is working on securing a facility for potential mass quarantine or isolation. We have a few locations that we are in contact with and hope to have agreements with them in place by the end of the week.

7) We also are putting a new agreement in place with Knox Co. Fairgrounds for as a potential site for mass testing if needed. KCH is aware and will work with us on this in the event it is needed.

8) Never hesitate to call, text or email if you have questions or need information. The best thing you can do is stay healthy, stay home if you're ill and send the people you know who ask to us with questions or concerns.

Most importantly, I have consulted with Chip McConville and we will still meet this month on Weds. 3/25 @ 6:30pm. No directors will be there - only Joyce and I. We will have a limited meeting for business only and so I am hopeful that it can be completed in less than 1 hour. Please still plan to come because our budgets (permanent appropriations) need approved before April 1 and we will need quorum. Chip advises that we cannot vote by phone or other electronic means.

#### **4. New Business**

##### **4.1. Finance**

##### **4.1.1. Income and Expense**

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



KNOX COUNTY GENERAL HEALTH DISTRICT RECEIPT & EXPENDITURE SUMMARY REPORT FEBRUARY 29, 2020							
FUND NAME	JAN. 1, 2020 BALANCE	FEBRUARY REVENUE	YEAR-TO-DATE REVENUE	FEBRUARY EXPEND.	YEAR-TO-DATE EXPEND.	FEBRUARY 29, 2020 BALANCE	
<b>District Health Fund</b>							
801 - District Health Fund*	1,429,804.70	720,054.29	778,814.26	169,443.88	422,722.26	1,785,896.72	
<b>Environmental Health Restricted Funds</b>							
805 - Swimming Pool Fund	2,147.43	0.00	0.00	204.01	570.54	1,576.89	
806 - Food Service Fund	17,400.58	104,054.80	115,433.80	16,173.31	36,232.15	96,602.23	
807 - Private Water Fund	1,248.29	2,106.60	15,498.39	4,524.01	9,472.59	7,274.09	
809 - Sewage Program Fund	6,580.70	5,141.00	16,452.00	6,405.07	14,482.41	8,550.29	
810 - RV Park/Camp Fund	18.98	0.00	7,000.00	182.84	358.03	6,660.95	
Subtotal	27,395.98	111,302.40	154,384.19	27,489.24	61,115.72	120,664.45	
<b>Special Revenue Funds</b>							
819 - Solid Waste Fund	300.04	6,000.00	16,946.85	4,333.02	14,567.61	2,679.28	
Subtotal	300.04	6,000.00	16,946.85	4,333.02	14,567.61	2,679.28	
<b>Grant Funds</b>							
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	21,387.79	28,209.55	51,981.15	20,769.59	48,979.14	24,389.80	
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	19,506.39	22,312.49	30,862.49	7,447.11	17,512.52	32,856.36	
812 - PHEP Grant Fund FY July 1 - June 30	7,875.33	13,101.43	14,231.83	4,175.79	10,123.41	11,984.75	
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	59,943.78	50.00	100.00	2,253.01	5,507.04	54,536.74	
814 - Community Health Center Grant FY April 1 - Mar 31	60,089.46	165,819.17	346,407.29	190,338.61	387,658.96	16,837.79	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	4,319.88	14,680.74	22,825.87	11,238.68	22,337.94	4,807.81	
Subtotal	173,123.63	244,173.38	466,408.63	236,222.79	492,119.01	147,413.25	
<b>TOTAL ALL FUNDS</b>	<b>1,630,624.35</b>	<b>1,081,530.07</b>	<b>1,416,553.95</b>	<b>437,488.93</b>	<b>990,524.60</b>	<b>2,056,653.70</b>	

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

#### 4.1.2. Transfers/Cash Advances – Resolution 2020-05

Jeff Harmer made a motion to approve Resolution 2020-05. Ron Moder seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Barry George, MD, Ron Moder, Joe Porter, and Amanda Rogers, DVM: in the negative; none. The motion was approved.

#### **RESOLUTION 2020-05**

##### **Public Health Emergency Preparedness Grant**

1. Transfer \$300 from 812.1510.50106 to 812.1510.50201

##### **General Fund**

1. Advance \$6,000 from 801.1510.50602 to 819.1510.41101

#### 4.1.3. Approval of FY2020 permanent appropriations.

Jeff Harmer made a motion to approve FY2020 permanent appropriations. Barry George, MD seconded the motion: in the negative; none. The motion was approved.

#### 4.1.4. Approval of FY2021 budget.

Jeff Harmer made a motion to approve FY2021 budget. Ron Moder seconded the motion: in the negative; none. The motion was approved.

#### 4.2. Personnel – NONE

#### 4.3. Contracts

- 4.3.1. Approval of MOU with Fredericktown Local Schools to implement a community garden, with program assistance through the Creating Healthy Communities grant,

effective January 1, 2020 through December 31, 2020, pending legal counsel approval.

Jeff Harmer made a motion to approve MOU with Fredericktown Local Schools to implement a community garden, with program assistance through the Creating Healthy Communities grant, effective January 1, 2020 through December 31, 2020, pending legal counsel approval. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

**4.3.2. Approve MOU with The Armory to serve as a quarantine location, if necessary, effective March 24, 2020 and remains ongoing.**

Jeff Harmer made a motion to approve MOU with The Armory to serve as a quarantine location, if necessary, effective March 24, 2020 and remains ongoing. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

#### **4.4. Board Approvals – NONE**

#### **4.5. Board Re-Organization**

##### **4.5.1. Election of Officers**

Amanda Rogers, DVM made a motion to appoint Eric Siekkinen as Board President and made a motion to appoint Jeff Harmer as President Pro-Tem. Joe Porter seconded the motion; in the negative: none. The motion was approved.

##### **4.5.2. Approval of Board of Health meeting schedule – Day and Time. (April – October; November & December FY 2020 – March FY2021**

**Tabled until April.**

##### **4.5.3. Approval of Board of Health member's compensation per meeting and travel reimbursement.**

Joe Porter made a motion Board of Health members are compensated \$40.00 per meeting with no travel reimbursement. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

##### **4.5.4. Approval of Board Committees, Workforce Development, Finance, & Performance Management.**

Jeff Harmer made a motion Board Committees remain and all committee members continue as currently stands. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

#### **4.6. Board Information/Discussion (Non-action items)**

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

Renewed MOU with OSU Extension to collaborate and provide SNAP-Education for WIC clients effective October 1, 2020 through September 30, 2021.

## 5. Executive Session

At 7:15 p.m. Jeff Harmer made a motion to enter into executive session for personnel and compensation. Ron Moder seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Ron Moder, Joe Porter, Barry George, MD and Amanda Rogers, DVM: in the negative: none. The motion was approved.

At 7:27 p.m. Jeff Harmer made a motion to return to regular session, Ron Moder seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Ron Moder, Joe Porter, Barry George, MD and Amanda Rogers, DVM: in the negative; none. The motion was approved.

Barry George, MD made a motion to approve contract with Health Commissioner, Julie Miller for thirty-seven (37) months, effective, April 1, 2020 through April 30, 2023. Joe Porter seconded the motion: in the negative: none. The motion was approved.

## 6. Adjournment

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

The Board meeting adjourned at 7:29 p.m.



Eric Siekkinen, RPh  
Board President



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

