

# PUBLIC HEALTH

11660 Upper Gilchrist Rd., Mount Vernon, OH 43050  
740-392-2200 ■ knoxhealth.com

October 20, 2021

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 for staff and guests only. The following were in attendance:

<b><u>BOARD MEMBERS</u></b>	<b><u>STAFF</u></b>
Eric Siekkinen, RPh, Pro-Tem	Julie Miller, Health Commissioner
Barry George, MD	Joyce Frazee, Human Resource Director
Barb Brenneman	Zach Green, Deputy Health Commissioner
Diane Goodrich	Lane Belangia, Community Health Center CEO
EJ Pido	Pam Palm, Planning Education & Promotion Director
Eric Helt	Nate Overholt, Environmental Health Director
Jason Whaley	Katie Hunter, Fiscal Coordinator
	Kristi Thomas, Administrative Assistant
<b><u>ABSENT</u></b>	Janelle Merritt, Administrative Assistant
Jeff Harmer, President	Carmen Barbuto, Program Coordinator
Amanda Rogers, DVM	Tina Cockrell, Interim Health Director
Cyndie Miller, WIC Director	Terri Hiller, Registered Environmental Health Specialist
	<b><u>GUESTS</u></b>
	Sarah Feldkamp, Assistant Prosecutor
	Jamie Lyn Smith, Community Member

## 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

Diane Goodrich, made a motion to accept the agenda. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

### 1.3. Approval of the minutes for September 15, 2021 Board of Health meeting.

The minutes of the regular meeting held September 15, 2021 were reviewed and accepted. Eric Helt made a motion to approve the minutes. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

### 1.4. Approval of Bills

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

<b>APPROVAL OF BILLS</b>		
<b>October 20, 2021</b>		
<b>FUND</b>	<b>AMOUNT</b>	
801 - General Fund	38,450.52	
806 - Food Service Fund	303.51	
807 - Private Water Fund	2,765.61	
809 - Sewage Program Fund	1,276.75	
810 - RV Park/Camp Fund	52.50	
811 - Creating Healthy Communities Grant	41.08	
812 - Public Hlth Emergency Preparedness Grant	3,009.78	
814 - Community Health Center Grant	141,234.63	
819 - Solid Waste	318.13	
830 - Drug Free Communities	24,310.60	
<b>Total</b>	<b>\$211,763.11</b>	
<b>THEN &amp; NOW</b>		
801 - General Fund	1,920.00	
814 - Community Health Center Grant	4,956.51	
<b>Total</b>	<b>\$6,876.51</b>	

### 1.5. Public Participation

Eric Siekkinen, President Pro-Tem thanked Terri Hiller for her service to the agency. After 31 years Terri is retiring. Terri thanked the board of health members and Julie for their support throughout her career. She announced that during her time here she has seen a lot and heard a lot. She stated that although her job has been challenging at times, she takes the pleasure in knowing that the team and their support protect the citizens of Knox County.

## 2. Hearing/Reading/Regulations

### 2.1. Approval of Resolution 2021-07 to Declare 11299 Lower Green Valley Road, Mount Vernon, OH 43050, Parcel #12-01933.001 unfit for human habitation due to a Public Health Nuisance.

Diane Goodrich made a motion to approve Resolution 2021-07 to Declare 11299 Lower Green Valley Road, Mount Vernon, OH 43050, Parcel #12-01933.001 unfit for human habitation due to Public Health Nuisance. Eric Helt seconded the motion: On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

## 3. Special Reports

### 3.1. Board Report-None

### 3.2. Quarterly Statistics Report

Carmen Barbuto presented a summary of third quarter statistics, highlights include: small increases in teen births and STI rates, will continue to watch. Cardiovascular remains the top cause of death. Over 2400 COVID cases for the quarter, 57% occurred in September.

### 3.3. Leadership Team

#### Deputy Health Commissioner – Zach Green

##### **Accreditation**

- Received very positive feedback from PHAB on our Year 3 Annual Report - they really liked how much progress we've made in PM and QI and were very impressed with how we carried out a CHA and CHIP almost completely virtually, even while including students to assist in research.
- PHAB has asked for a recorded presentation to talk about that process in detail that can be shared on a national webinar – HUGE Kudos to Ms. Barbuto!
- PHAB released new Standards & Measures for Reaccreditation, it takes the Domains down from 12 to 10 and puts a much bigger emphasis on health inequity, community collaboration, and the use of data internally.
- The 2021 Community Health Assessment and 2021 - 2024 Community Health Improvement Plan are both in final form. A new release will be issued and both documents will be up on the website for the public to view. The next steps include doing presentations to our various community organizations and agencies. KHPP work groups will begin work on the CHIP goals as early as this month.
- Four divisions have completed the updated PM/QI/Accreditation training and the first round of quarterly training for new hires occurred this month. The training is in-depth look at all three elements and include activities to help make the processes more understandable. Positive feedback all around so far.

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

- Received a total of four quotes to replace the roof at the main site. This will be reviewed by the finance committee & discussed at this month's BOH meeting. The main site roof has been patched where additional leaks were found, along with repair of the hot water tank.
- Storage of record retention, copier paper, etc. are becoming an ongoing issue without impeding with the fire code.
- Conference room may be likely housed with staff by the end of the year. BOH meeting locations are being sought out.

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

- COVID-19:  
Multi-agency Coordination (MAC) meetings have assisted with resource allocation including volunteers during the flu & COVID booster clinics. Request for booster doses & "lost" vaccination cards continue to overwhelm call volume. Vaccination drive-thru clinic at the fairgrounds on Saturday (10/9) was a success, thanks for all who assisted.

Classification of COVID remains a Class A reportable, request to change designation or revision of the Infectious Disease Control Manual has been sent by KPH and other LHDs across the state.

- Grant:

The training/exercise event for this grant year is a real-world event centered around vaccine administration.

All deliverables are on track; however, the vast majority of deliverables are not due until the first quarter of the calendar year...operational funds may be necessary (advance from general).

### Fiscal Supervisor Report – Katie Hunter

- The State Audit was finalized and an Exit Interview was held on October 13, 2021.
- The Finance Committee met on October 14, 2021 to review a draft of the permanent appropriations FY 2022.

KNOX COUNTY GENERAL HEALTH DISTRICT									
BUDGET HIGHLIGHTS									
September 30, 2021									
	September Revenue			September Expense			September Cash Balance		
	2021	2020	2019	2021	2020	2019	2021	2020	2019
<b>District Health Fund</b>									
801 - District Health Fund*	145,987.89	120,406.50	63,500.03	178,215.69	145,124.70	119,734.21	2,495,951.98	2,103,743.77	974,456.73
<b>Environmental Health Restricted Funds</b>									
805 - Swimming Pool Fund	121.00	504.00	0.00	719.15	941.35	194.31	6,723.08	2,406.98	2,209.87
806 - Food Service Fund	1,583.00	723.00	2,255.00	15,469.82	7,941.98	14,362.97	77,921.62	42,037.82	8,729.26
807 - Private Water Fund	7,308.45	6,357.70	6,296.38	6,839.35	6,514.61	6,153.90	19,256.66	7,411.10	3,832.83
809 - Sewage Program Fund	11,369.00	8,589.00	8,416.00	9,538.56	7,995.00	9,140.49	48,567.97	17,003.79	10,385.36
810 - RV Park/Camp Fund	182.00	0.00	0.00	1,538.69	348.20	79.36	1,998.01	5,946.25	904.05
<b>Subtotal</b>	<b>20,563.45</b>	<b>16,173.70</b>	<b>16,967.38</b>	<b>34,105.57</b>	<b>23,741.14</b>	<b>29,931.03</b>	<b>154,467.34</b>	<b>74,805.94</b>	<b>26,061.37</b>
<b>Special Revenue Funds</b>									
803 - Home Health Fund	0.00	0.00	26,482.41	0.00	0.00	25,714.64	0.00	0.00	812,110.41
819 - Solid Waste Fund	0.00	0.00	100.00	1,991.84	7,548.71	1,560.62	8,199.75	5,912.63	11,829.70
<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>26,582.41</b>	<b>1,991.84</b>	<b>7,548.71</b>	<b>27,275.26</b>	<b>8,199.75</b>	<b>5,912.63</b>	<b>823,940.11</b>
<b>Grant Funds</b>									
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	24,873.20	0.00	41,704.74	24,101.29	23,464.82	28,412.57	41,075.46	19,732.26	15,169.48
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	7,718.89	10,642.94	3,215.87	7,758.56	6,892.70	6,652.04	31,427.98	29,786.06	32,170.00
812 - PHEP Grant Fund FY July 1 - June 30	7,439.00	10,336.43	2,964.96	7,323.09	6,181.06	7,351.58	44,073.85	25,381.82	12,542.77
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	0.00	850.00	0.00	3,043.15	2,170.40	9,712.44	101,448.48	54,757.57	39,946.26
814 - Community Health Center Grant FY April 1 - Mar 31	952,037.67	269,381.00	210,291.84	322,954.63	226,263.31	171,875.07	1,192,440.18	210,005.26	36,342.40
830 - Drug Free Communities FY Oct. 1 - Sept. 30	36,594.77	0.00	15,188.88	32,538.53	6,717.80	15,336.22	9,631.66	11,867.39	3,976.04
<b>Subtotal</b>	<b>1,028,663.53</b>	<b>291,210.37</b>	<b>273,366.29</b>	<b>397,719.25</b>	<b>271,690.09</b>	<b>239,339.92</b>	<b>1,420,097.61</b>	<b>351,530.36</b>	<b>140,146.95</b>
<b>TOTAL ALL FUNDS</b>	<b>1,195,214.87</b>	<b>427,790.57</b>	<b>380,416.11</b>	<b>612,032.35</b>	<b>448,104.64</b>	<b>416,280.42</b>	<b>4,078,716.68</b>	<b>2,535,992.70</b>	<b>1,964,605.16</b>

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

5

### HUMAN RESOURCES – Joyce Frazee, HR Director

*Joyce introduced Janelle Merritt to the Board Members. Janelle is our new Administrative Assistant in Human Resources. Janelle shared that she attended Mount Vernon Nazarene University and earned a Bachelor's in Business (Human Resource Management) with a minor in Management. Janelle is excited to start her career with Knox Public Health and meet all her new coworkers.*

- The administrative assistant position in HR has been filled. Janelle Merritt has accepted the offer and started September 27<sup>th</sup>. Janelle will take over the board of health meeting responsibilities, along with many other HR activities for the agency.

- **Information Technology (IT)**

We continue to swap out computers after 4 years. We are also doing this throughout the year, rather than trying to do them all in the last quarter. There are 5 left to swap out for 2021. We are working with Spectrum to increase the speed and reliability of the internet connections at Danville Medical and Dental. We will be tripling the speed for only \$10 more per month, thanks to their state contract pricing we are eligible for

- **Vital Statistics**

Our new employee, Janelle Merritt is being trained in Vital Statistics. She will help cover when Brett is out or in meetings. She is picking it up fast and doing a great job learning. September saw a spike of births, with 64 births in the county. Typical number is 50 per month. Certificate numbers stay steady averaging 200-225 birth and 175-200 death certificates per month.

### **PUBLIC INFORMATION OFFICER – Pam Palm, Director**

*Pam shared that she is continuing to report information for COVID as well protocol and vaccine information. She also stated how she is working on getting back to promoting regular public health activities, and also promoting social media as well.*

- Our promotional efforts include fall sports advertisements with all five of the local school districts in the form of either program ads, inside and outside signs/banners, or the kick-off sponsor on radio broadcasts.
- Social media posts are primarily focused on promoting local events that KPH programs are participating in (i.e. Bike Knox Celebration) and immunization clinics. As part of Suicide Prevention Month (September), we posted pics of staff dressed in purple, with prevention info.
- Followers on Facebook seem to be commenting less and more positively - they enjoyed that we mentioned the Saturday clinic was scheduled as to make sure we were not going to interfere with the OSU football game. Followers did not like the post about Vax-2-School; they do not like the use of the taxpayer money for vaccine incentives.
- KPH and Health Center staff joined together to attend the Early Intervention/Help Me Grow Fall Festival. Turnout was great and the staff indicated it was good to get back into the community with program and agency information.

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

- The property at 11229 Lower Green Valley Road, Mount Vernon, OH 43050 owned by Larry K. Wellman and Stanna Procter will be brought in front of the Knox County Board of Health at the October 2021 meeting for a public nuisance hearing. There are large amounts of debris piles present that are harboring rodents, along with a residence that no longer has electricity, has a fallen tree on the roof that has caused damage, has broken windows and holes in the exterior that makes it unfit for human habitation. Environmental health specialists Kyle Shackle and Landon Magers first went out to the property in July for an initial investigation inspection due to a complaint of solid waste debris and rats. The investigation found the complaint to be valid. A notice of violation (NOV) letter with abatement orders was sent to the owner with a 30-day reinspection. The 30-day reinspection found a dumpster on the property for clean-up. A second NOV was sent to the property owner with abatement orders due to debris and vermin present, along with the condition of the residence. The September reinspection

found the dumpster removed, but still a large amount of debris and vermin present. The owner was not home at time of the inspection.

- On September 30, 2021, EH Director Nate Overholt met with Knox County Assistant Prosecutor, Sarah Feldkamp regarding the situation and notified that he would be going out on site to attempt to speak with the owner and a certified letter would be sent notifying the owner that the property will be going in front of the Knox County BOH for a public health nuisance hearing at the October 20, 2021 Knox County Board of Health meeting. On October 6, 2021, EH specialist Kyle Shackle and EH Director Nate Overholt met the owner, Stanna Procter on site to discuss the continued public health nuisance. She stated that she was no longer living at the property but was trying to get the “mess” cleaned up and her intention was to either bring in a remediation crew to clean up the property or sell the property. EH Director Nate Overholt informed her during the visit that due to the continued condition of the property, it will be going in front of the Knox County Board of Health on October 20, 2021 at 6:30 pm. A certified letter was also sent on October 7, 2021 notifying her in writing that the property will be brought in front of the Knox County Board of Health for a public health nuisance hearing due to the continued conditions present and lack of abatement of the public health nuisance present found on the property.
- The environmental health divisional policy and procedures are due for their 3-year review. There were language changes to the policy and procedures necessary such as: Change of Knox County Health Department to Knox Public Health, change of Registered Sanitarian and Sanitarian-In-Training to Registered Environmental Health Specialist and Environmental Health Specialist in Training and change of environmental health clerk to environmental health administrative assistant. No additional revisions due to updates/revisions in the Ohio
- Revised Code or Ohio Administrative Code were needed at this time.

### **PUBLIC HEALTH EDUCATORS AND NURSES – Tina Cockrell, Director**

- **Safe Communities**  
New grant year started 10/1/2021 no activities to report at this time
- **Maternal & Child Health**  
New grant year started 10/1/2021 no activities to report at this time
- **Tobacco Prevention & Cessation**  
8 new clients for September (53 Total for 2021)
- **DFC Grant - Knox Substance Abuse Action Team**  
16 Narcan Kits were distributed in September. 16 individuals were trained.  
Teen Advisory Council held Color for a Cause with 360 participants not including youth ages 10 and under  
Drug Take Back Day scheduled for 10/23/2021 10a-2p with 5 locations across Knox County  
KSAAT held annual meeting with 30 participants  
DORA was approved by city council when these events occur KSAAT was instrumental in ensuring \$1 from every cup sold is set aside for prevention efforts in the community
- **Creating Healthy Communities - Get Healthy**  
**Sidewalk Audit Report**  
Dates: September 10, 13, 14, & 15, 2021  
39 MVNU Senior Nursing & Health Sciences Students completed sidewalk audits for the villages of Centerburg, Danville & Fredericktown during the clinical portion of a class on Population Health. Students were assisted by Professors, Elected officials and village administrators from each village met with the students before and after the sidewalk

audits to discuss findings. Village leaders explained the importance of collecting the data and how the data will be used. The experience demonstrated how creating environments that make it easy for people to be physically active and how being able to walk or bike to everyday destinations can have a positive effect on their health. The sidewalk inventories are a part of Active Transportation Planning for the county. The data will be used to apply for funds to make bike/pedestrian improvements.

Tami reviewed public health career opportunities for nursing and health science students (meets an accreditation standard) (A student contacted me and I referred her to Julie and Lisa. I don't know if she scheduled an appointment)

### **Celebration of Greenspaces - BIKE KNOX event**

October 10, 12-3 PM at Ariel Foundation Park

Lucinda Miller, retired from OSU Extension, and I created a bike skills obstacle course

Five stations allowed kids 12 & under to practice bike safety skills

MVPD Officer Nick Holdren reviewed bike safety tips with participants

Bike helmets and fitting instructions were provided

4-H Youth Leaders and MV National Honor Society students assisted with the event

Attendance for the course was not great, however, we received referrals to take activity to two other sites within the community.

Bike safety education is part of the Active Transportation Plan. Teaching individuals (as they get older) the importance of safely sharing the road with Vehicles.

### **Food Access Internship**

Tami (KPH-CHC) is partnering with Community Foundation, Food for the Hungry, local Food Pantries to complete a Food Pantry Assessment

Kenyon student Sophia Markey accepted the internship position created to work on this project. Tami will be working with Sophia as a preceptor for the internship program. Internship dates: September to Dec 13, 2021.

### **Knox Workplace Wellness Walking Challenge (Sponsored by Get Healthy Knox County Coalition)**

Some Grand Totals from this event:

27 Teams

535 Walkers

95,979,344 total steps walked

47,989.6 total miles walked

Each week, the average number of stepper walker increased by at least 1-3 thousand steps

Participating companies and organizations included:

CES Credit Union | CLW | Gantt Homes | Help Me Grow | Independent Providers

Job and Family Services | Knox County Board of DD | Knox Community Hospital

Killbuck Savings | Knox County Career Center | Knox ESC | Knox Head Start

Knox Public Health | Mt. Vernon City Schools | The Main Place | OSU Extension

- **Website**

Nearly another 10,000 users to the website for September

### **Other**

100% staff participation in United Way's campaign with \$6,500 in contributions from KPH team

**DIRECTOR OF NURSING, Lisa Dudgeon, R.N.**

No written report.

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

No written report.

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

*Lane stated he will revisit the combined board meeting at a later date.*

- Notice of Award Received for Capital Funding with conditions
- Alternative Payment Cost Report Received from Medicaid totaling over \$425,900.00, (2017, 2018).
- Competitive Award for School Based Center funding was denied.
- New Health Center beginning with Licking County Health Dept, operated by Lower Lights Health Center
- A.R days at all time low and Fund Balance at almost 4 months.

**3.4. Health Commissioner**

**HEALTH COMMISSIONER - Julie Miller, R.N., M.S.N.**

*Julie informed the Board that Tami Ruhl has been nominated for the 2021 Leadership Knox Alumni Award. We will know the results of the winner in January, 2022. Julie also noted that Lane Belangia was nominated by COTC one the 50 notable alumni out of 15,000 people.*

*Julie mentioned that she is going to start educating the Leadership Team on a Strategic Plan Review. She would like them to look at a strategic plan and revise it. Julie would like the Mission and Values linked to the agency, as well as go over priorities. She is also going to start reviewing the 10 Essential Services Document as well.*

- COVID continues to affect the community and our agency. We have made some changes to case investigation and we are working with our State partners to attempt to get further changes made to assist the schools in reducing their quarantine efforts. We are watching the Knox Community Hospital daily report and continue to offer them any support that we can. I continue to be proud of the work of our team on this pandemic and appreciate the strength and resilience that they have shown.
- In regards to COVID: Kay Spergel with Mental Health & Recovery of Licking and Knox Counties has visited and debriefed with each of our divisions. The general feedback is that the debriefing was helpful and provided insight into how to better manage stress. Kay will be coming back to visit with divisions that felt that they need additional support. We hope to have that done this month or the first of next. Overall, I feel the "fog" is lifting as I direct all of our team to return to what we actually do besides COVID. It is time to remind our community that we are more than just COVID response - that we provide excellent public health services and have a multitude of resources. We are trying to refocus.
- On 9/28 the Management Team (Directors and Supervisors) were off site at the Woodward Opera House for a retreat. This day was incredibly healthy and fun for us. Not only did we



share division reports and needs, some of team shared leadership ideas or development items from resources that they found, and some shared team building activities. It was so good for us to laugh, learn a bit more about each other and just not talk about the pandemic. Thanks for the opportunity to do this.

- I attended the planning meeting for the PFLAG group. At the end of the evening a steering committee was formed and will make application to become an official chapter. I will be a member of the group - not the steering committee - and hope to provide resources for our LGBTQ+ neighbors and support them in their search for access to care.
- The Health Inequity sub-committee is currently working on gathering information such as a framework for health equity that KCH apparently uses and using the Cuyahoga County Board of Health's goals for addressing racism as a public health issue as a template for goals that we develop locally. Carmen B and I are planning to begin focused education on health equity for our employees after the first of the year. Carmen and I are also waiting until our CHIP is completed to begin a population assessment for those who have a lack of access to resources.
- The quarterly strategic plan review is completed for 3rd quarter 2021. I will be reviewing at the Board meeting and will present a plan for a more "strategic" focus on the plan as well as its relation to our mission, vision, Foundational PH services, and program development. The plan involves education for both the Management Team and the Board.
- We will need an executive session related to property acquisition

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

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

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

Barb Brenneman made a motion to approve the income and expense report. Jason Whaley, seconded the motion; in the negative: none. The motion was approved.

KNOX COUNTY GENERAL HEALTH DISTRICT RECEIPT & EXPENDITURE SUMMARY REPORT SEPTEMBER 30, 2021							
FUND NAME	JAN. 1, 2021 BALANCE	SEPTEMBER REVENUE	YEAR-TO-DATE REVENUE	SEPTEMBER EXPEND.	YEAR-TO-DATE EXPEND.	SEPTEMBER 30, 2021 BALANCE	
<b>District Health Fund</b>							
801 - District Health Fund*	1,964,545.39	145,987.89	2,285,787.20	178,215.69	1,754,380.61	2,495,951.98	
<b>Environmental Health Restricted Funds</b>							
805 - Swimming Pool Fund	9,393.61	121.00	10,188.00	719.15	12,858.53	6,723.08	
806 - Food Service Fund	47,466.18	1,583.00	162,413.50	15,469.82	131,958.06	77,921.62	
807 - Private Water Fund	6,908.01	7,308.45	63,934.10	6,839.35	51,585.45	19,256.66	
809 - Sewage Program Fund	30,208.76	11,369.00	104,122.00	9,538.56	85,760.79	48,567.97	
810 - RV Park/Camp Fund	5,334.24	182.00	6,706.50	1,538.69	10,042.73	1,998.01	
<b>Subtotal</b>	<b>99,308.80</b>	<b>20,563.45</b>	<b>347,364.10</b>	<b>34,105.57</b>	<b>292,205.66</b>	<b>164,467.34</b>	
<b>Special Revenue Funds</b>							
819 - Solid Waste Fund	1,781.70	0.00	28,806.86	1,991.84	22,388.81	8,199.75	
<b>Subtotal</b>	<b>1,781.70</b>	<b>0.00</b>	<b>28,806.86</b>	<b>1,991.84</b>	<b>22,388.81</b>	<b>8,199.75</b>	
<b>Grant Funds</b>							
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	36,493.79	24,873.20	223,476.63	24,101.29	218,894.95	41,075.46	
811 - Cresting Healthy Com Grant FY Jan. 1 - Dec. 31	24,508.68	7,718.89	80,558.66	7,768.56	73,639.36	31,427.98	
812 - PHEP Grant Fund FY July 1 - June 30	35,870.00	7,439.00	58,525.76	7,323.09	50,321.91	44,073.85	
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	62,310.68	0.00	60,000.00	3,043.15	20,662.20	101,448.48	
814 - Community Health Center Grant FY April 1 - Mar 31	301,734.94	952,037.67	3,466,106.78	322,954.63	2,575,401.54	1,192,440.18	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	1,242.53	36,594.77	103,853.76	32,538.53	95,464.63	9,631.66	
<b>Subtotal</b>	<b>462,160.62</b>	<b>1,028,663.53</b>	<b>3,992,521.59</b>	<b>397,719.25</b>	<b>3,034,584.60</b>	<b>1,420,097.61</b>	
<b>TOTAL ALL FUNDS</b>	<b>2,627,796.51</b>	<b>1,195,214.87</b>	<b>6,654,479.75</b>	<b>612,032.35</b>	<b>5,103,659.56</b>	<b>4,078,716.68</b>	

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

#### 4.1.2. Transfers/Cash Advances – Approval of Resolution 2021-08.

EJ Pido made a motion to approve the transfer and cash advance report Resolution 2021-08. Diane Goodrich seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

#### 4.1.3. Approval of Resolution 2021-09 authorizing the Health Commissioner or designee to carry out the administration and fiscal management of the District.

Diane Goodrich made a motion to approve resolution 2021-09 authorizing the Health Commissioner or designee to carry out the administration and fiscal management of the District. Barb Brenneman seconded the motion; in the negative: none. The motion was approved. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

### 4.2. Personnel

#### 4.2.1. Approval to hire Janelle Merritt, Administrative Assistant, effective September 27, 2021.

Barry George made a motion to approve to hire Janelle Merritt, Administrative Assistant, effective September 27, 2021. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.2.2. Accept the resignation of Shelbi Bixler, Administrative Assistant, effective October 15, 2021.**

Eric Helt made a motion to accept the resignation of Shelbi Bixler, Administrative Assistant, effective October 15, 2021. EJ Pido seconded the motion; in the negative: none. The motion was approved.

**4.2.3 Accept the resignation of Kyle Clark, Program Coordinator – PHEP grant, effective January 7, 2022.**

Jason Whaley made a motion to accept the resignation of Kyle Clark, Program Coordinator – PHEP grant, effective January 7, 2022. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.3 Contracts**

**4.3.1 Approval of professional services contract with Burgie Media Fusion LLC, for marketing consultant services with a monetary value of \$15,000 per year starting November 20, 2021 through November 20, 2023.**

Barry George, MD made a motion to approve professional services contract with Burgie Media Fusion LLC, for marketing consultant services with a monetary value of \$15,000 per year starting November 20, 2021 through November 20, 2023. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**4.3.2 Approval of MOU with Danville Family Dental for the rental of their Cone Beam Computed Tomography Unit (CBTC).**

Barry George MD, made a motion to approve MOU with Danville Family Dental for the rental of their Cone Beam Computed Tomography Unit (CBTC). EJ Pido seconded the motion; in the negative: none. The motion was approved.

**4.3.3 Approval of Revere Roofing Proposal submitted September 30, 2021, to replace existing shingled roof @ 11660 Upper Gilchrist Road, Mount Vernon.**

EJ Pido made a motion to approve Revere Roofing proposal submitted September 30, 2021, to replace existing shingled roof at 11660 Upper Gilchrist Road, Mount Vernon. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.4 Board Approvals**

**4.4.1 Approve Quarantine and Isolation Resolution 2021-10.**

EJ Pido made a motion to approve Quarantine and Isolation Resolution 2021-10. Jason Whaley seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

#### **4.4.2 Approval of Environmental Health Policies and Procedures.**

Barb Brenneman made a motion to approve Environmental and Health Policies. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

#### **4.4.3. Approval to accept the Notice of Award for the Capital Funding in the amount of \$531,911.11 with a budget period of September 15, 2021 through September 14, 2024.**

Eric Helt made a motion for approval to accept the Notice of Award for the Capital Funding in the amount of \$531,911 with a budget period of September 15, 2021 through September 14, 2024. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

#### **4.4.4. Approval to accept the Public Health Fund in the amount of \$10,000 for COVID-19 vaccination promotions.**

Barry George, MD made a motion to approve to accept the Public Health Fund in the amount of \$10,000 for COVID-19 vaccination promotions. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

#### **4.4.5. Approval to accept funding from ODH for Public Health Workforce Grant in the amount of \$230,000.**

Eric Helt made a motion to approve to accept funding from ODH for Public Health Workforce Grant in the amount of \$230,000. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

#### **4.4.6. Approval to open the following positions:**

- 6 Administrative Assistant**
- 3 Certified Medical Assistant**
- 2 Licensed Practical Nurse**
- 1 Public Health Registered Nurse**
- 1 Information Technologist Specialist**
- 3 Nurse Practitioner**

EJ Pido made a motion to approve to open the following positions: 6 Administrative Assistants, 3 Certified Medical Assistant, 2 Licensed Practical Nurse, 1 Public Health Registered Nurse, 1 Information Technologist Specialist, 3 Nurse Practitioner. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

#### **4.5. Board Information (Non-action Items)**

##### *Discussion*

- *Recommended declaration regarding public health misinformation.*

*Jamie Lyn Smith with the Mount Vernon Public Library, spoke via zoom to the board and brought up concerns about wildly inaccurate information regarding COVID-19. She is interested in talking to Knox Public Health to see about getting the correct information out to the community regarding COVID-19. She would like to write a Public Health Resolution regarding misinformation as a starting point towards getting out the right information to the community. She is also interested in putting together something for getting a vaccination site, and also train librarians to guide people to valuable “correct”*

*information.*

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

- Personal services contract with Genua Consulting for FQHC consulting services with a monetary value of \$200 per hour not to exceed \$5,000 per year, effective, October 26, 2021 through October 25, 2023.

**5. Executive Session**

At 8:08p.m. EJ Pido made a motion to enter into executive session for property acquisition. Jason Whaley, seconded the motion. Julie Miller was asked to stay for the session. On roll call the following voted in the affirmative Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

At 8:30p.m. EJ Pido made a motion to return to regular session. Barb Brenneman seconded the motion. On the roll call the following voted in the affirmative: Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

**6. Adjournment**

Being no further business, Jason Whaley, made a motion to adjourn the meeting. Barry George, MD seconded the motion. On the roll call the following voted in the affirmative: Eric Siekkinen, RPh, Barb Brenneman, Diane Goodrich, Barry George, MD, EJ Pido, Eric Helt, and Jason Whaley; in the negative: none. The motion was approved.

The Board meeting adjourned at 8:31p.m.



Eric Siekkinen, RPh  
Board President Pro-Tem



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

