

November 20, 2019

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

**1. Convention**

**1.1. Call to Order**

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

**1.2. Acceptance of Agenda**

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

**1.3. Approval of the minutes for, October 23, 2019 Board of Health meeting.**

The minutes of the regular meeting held, October 23, 2019 were reviewed and accepted. Amanda Rogers, DVM made a motion to approve the minutes. Ron Moder seconded the motion; in the negative: none. The motion was approved.

**1.4. Approval of Bills**

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

<b>FUND</b>	<b>AMOUNT</b>
<b>November 2019</b>	
801 - General Fund	11,920.82
803 - Home Health Fund	842.70
805 - Swimming Pool Fund	25.35
806 - Food Service Fund	467.58
807 - Private Water Fund	896.25
808 - WIC Grant	351.50
809 - Sewage Program Fund	367.10
810 - RV Park/Camp Fund	19.36
811 - Creating Healthy Communities	3,464.42

Grant	
812 - Public Hlth Emergency Preparedness Grant	290.17
813 - MCH/CFHS Grant	7,759.50
814 - Community Health Center Grant	111,480.80
830 - Drug Free Communities	4,129.18
<b>Total</b>	<b>\$142,014.73</b>

**THEN & NOW**

801 - General Fund	1,231.98
803 - Home Health Fund	482.56
806 - Food Service Fund	163.87
807 - Private Water Fund	103.85
809 - Sewage Program Fund	110.54
811 - Creating Healthy Communities Grant	2,000.00
814 - Community Health Center Grant	7,904.59
830 - Drug Free Communities	100.00
<b>Total</b>	<b>\$12,097.39</b>

**1.6 Public Participation-None**

**2. Hearings/Readings/Regulations**

**2.1. First reading of proposed Environmental Health Fees.**

Jeff Harmer made a motion to approve the first reading of proposed Environmental Health Fees. Amanda Rogers, DVM seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Diane Goodrich, Ron Moder, Barb Brenneman, Lee Rhoades, Joe Porter and Amanda Rogers, DVM: in the negative; none. The motion was approved.

**3. Special Reports**

**3.1. Board Report - None**

**3.2. Leadership Report**

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

**Nate Overholt shared the proposed increase of EH fees and the hours that he, Katie Hunter and Zach Green spent on cost methodology, which is available for review. The Finance Committee reviewed the proposed EH fees during their meeting. There will be a public meeting held before the third reading.**

The Knox County Health Department is continuing to work with State of Ohio Representative, Rick Carfagna in proposing legislation on a statewide rabies vaccination for pets such as dogs, cats and ferrets. This issue was brought up months ago from Board of Health member, Dr. Amanda Rogers, DVM, in regards to Ohio being the only state that does not currently require the vaccination in pets. A

lot of rabies information has been provided to Representative Carfagna through Dr. Rogers and Dr. Amber Singh, DVM, MPH from the Ohio Department of Health.

The Ohio Department of Health will be on site to conduct the recreational program surveys for the campground and pool programs on Wednesday, November 13, 2019 and Thursday, November 14, 2019. Both administrative and field portions will be completed as part of the program survey process.

The household sewage treatment system program staff have scheduled a continued education day for registered sewage haulers, installers and service providers for Monday, December 2, 2019. This training will last all day and will fulfill the six hour CEU's that are required through the Ohio Administrative Code 3701-29 for haulers, installers and service providers.

The first reading of proposed fees for environmental health programs will be held at the November 2019 Knox County Board of Health meeting. The environmental health fees have not been raised since January 2017. A copy of the proposed fees, along with cost methodologies will be provided for review.

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

- **Received Notice of Award for the Creating Healthy Communities grant. This is a five year grant that Tami Ruhl coordinates.**

Knox Out Tobacco enrolled nine new clients in October bringing the total of new enrollees to 95 for 2019. Our goal through the United Way funding is 125 participants by the end of the year. Safe Communities collaborated with Mount Vernon High School's FCCLA students for a community service learning project involving local traffic safety issues. The project involved a seat belt check for MVHS and KCCC students on Oct. 23 with the help of the Ohio Highway Patrol, Mount Vernon Police Department, Knox County Sheriff's Office, and Fredericktown Police Department. Approximately 300 cars were checked, with only 18 individuals not wearing their seat belt properly. Students who were properly buckled up received free food coupons from McDonald's, Panera or Wendy's.

There was one traffic fatality in October involving a 22 yr.-old Fredericktown man on a motorcycle. The victim was not wearing a helmet and suspected of driving while impaired. The accident brings the total traffic fatalities in 2019 to seven. Last year, there were 13 traffic fatalities resulting from 12 accidents.

Nearly 110 lbs. of unused, unwanted and expired medications were collected at five locations during the fall National Drug Take Back Day on Oct. 26. For the first time, the event also included the collection of liquids and needle syringes.

There are 10 Health Center patients enrolled in Produce Rx, a project of the Creating Healthy Communities Grant. The project provides healthy food vouchers with qualified individuals. So far, 24 sets of vouchers, valued at \$30 each for a total of \$720, have been distributed. The program aims to encourage eating healthy foods to improve health outcomes, e.g. pre-diabetes, high blood pressure, weight loss.

Approximately \$6,400 in food vouchers from SNAP, Produce Perks and WIC were redeemed during the Mount Vernon Farmers' Market this summer. This represents a 22 percent increase over last year. SNAP and Produce Perks are promoted through the Creating Healthy Communities Grant whereas the WIC program at the Health Department distributes vouchers for WIC clients. These incentive programs also aim to improve health outcomes by eating healthy foods.

**Digital Media report:**

**Facebook, overall page insights**

Total page likes = 2,236 2,296; Gained 60 new page likes (+ 26%)

In comparison: Knox Community Hospital = 2,744 page likes; KC Park District = 1,681 page likes

# of posts = 33; Number of paid posts = 2; Total = \$300

Mommy and Me Tobacco Free - funded by United Way of Knox County - 6 days (\$100)

Community Cessation Initiative - funded by the Ohio Department of Health - 28 days (\$200)

Reach (# who saw our posts) = 60,726 (+ 351% - primarily due to Hand, Foot, Mouth news release)

Post Engagement (# of times likes/comments/shares/etc.) = 5,769

Posts with most engagement

	Post Content	Boosted? Y or N	Reach	Post Clicks	Comments/ Shares
#1	Hand, Foot Mouth Disease - news release	N	26,841	3,364	706
#2	Free diapers with Mommy and Me Tobacco Free	Y	10,926	174	154
#3	Taste of Fall, being smokefree, CCI Program	Y	6,703	104	336

**Twitter** # Tweets = 29; # Followers = 865; # Engagements = 13

**Instagram** # Posts = 28; # Followers = 269 (6% increase); # Engagements = 105

**Notes:** Main messaging was focused on grant activities (Safe Communities), public health programs (EH classes, lead awareness, tobacco cessation) , and flu shots.

**Website - Get Healthy Knox County** (Via Weebly Insights)

476 page views (3% increase) from 322 unique visits (11% increase)

Top Pages Visited: 1.) Food Pantry Information; 2.) Hot Meal Locations; 3.) Home Page; 4.)

Parenting Resources; 5.) Contact Information

Where are site visitors coming from?:

1.) Google; 2.) Facebook (mobile); 3.) Facebook (web browser)

**Facebook - Get Healthy Knox County**

Total page likes = 409; # of posts = 2; Reach (# of people who saw our posts) = 164;

Post Engagement (# of times likes/comments/shares/etc.) = 8

**Website Knoxhealth.com** (Via Google Analytics)

1,886 users (1,706 new users) to knoxhealth.com; 5,315 Page Views

Top Ten Pages: 1.) Main Page; 2.) Health Center; 3.) Vital Stats; 4.) Staff Directory; 5.) Index; 6.) Dental; 7.) HR; 8.) Sewage; 9.) Food; 10.) Flu Clinics

362 visitors utilized our Google Business listing to access the KCHD website

## COMMUNITY HEALTH CENTER – Lane Belangia, CEO

- **Planning to schedule an annual meeting with the Board of Health and the Co-Applicant Board.** Lane has been strategizing to decide how to move forward to meet the expectation of formality.
- **There will be two onsite surveys in June 2020**
- **Danville site is now in-scope**
- **An article was placed in the Columbus Dispatch that spoke on pharmacies and disadvantaged areas**

### **Medical, Dental Health & Mental Health Services**

**Grant:** The Change In Scope, (CIS) to bring the Danville site under the scope of the Mt. Vernon Health Center was returned for additional clarification to ensure our new site would collaborate with other area health centers and work to not duplicate services in the Danville area. The CIS was re-submitted on October 30<sup>th</sup>. According to our HRSA project officer we should receive verification in two weeks. I may be able to speak to the site being approved under scope by this month's meeting.

**Fiscal:** Revenue for the month of October was \$132,000 which is over projected budgeted revenue, a trend recognized for the past 4 months. The Grant remains overdrawn for the grant year at 74% toward total allocation. The outstanding AR money, supplemental funding from the IBHS grant, 340B, Medicare Cost Report along with the Medicaid Wrap Cost Report are additional funding source to offset deficit grant spending YTD. I, along with the Fiscal department, are monitoring this fund daily and strategizing to control expenses where allowable.

**Supplemental Funding:** In addition to the two new staff hired with this fund awarded in September, the center is participating in the Health Center Control Network Grant from the Primary Care Association. This group grant allows this center many opportunities of reduced pricing for center operational enhancements. One requirement with participation speaks to enhancing the current medical record used by each center and improving reporting for counseling services. Azara is a system used to collect data in real time, greatly reducing staff time of running and interpreting reports. This product has been purchased by those starting with the HCCN grant last year. Since our center has joined this group in year two, this product is also available to us at a reduced cost. As the budget allows, I believe installation of this product to be very valuable as it would help our limited management resources by providing accurate reporting first hand resulting in program improvements. UDS reporting, patient centered medical home reports, staff efficiency reports and patient population trends are some of the known enhancements this platform is providing for those utilizing in other centers. Nan Snyder will report in the coming months the advantages of this system.

**Billing:** AR has decreased to a 53 from a 57 day average this past month. Both Dentists have been credentialed and claims have been submitted in small batches to ensure claims process properly. As these claims process correctly all outstanding claims will be submitted. AR remains the highest in the 0 to 30 day and 31 to 60 day buckets which are where most AR should be accounted for if claims are processing correctly. I have been reviewing our current fee schedule with the providers and fiscal staff to determine how we can lower private-pay patient charges so not to pass on a high priced fee to customers. This can inadvertently create a barrier to health care related to higher pricing for private pay patients. After consultation with our third party billing company, it was determined we could lower the overall fee schedule mark up from 250% to 150%. This will not change reimbursement from insurance companies but will allow us to reduce charges for someone paying for services received.

**Grant Management:** The annual Budget Period Report, (BPR) was due November the 8<sup>th</sup>. The final report was submitted on November the 6<sup>th</sup>. In the report information was submitted regarding the upcoming April 1, 2020 to March 31, 2021 fiscal year budget, UDS performance measures and Needs Assessment projections. During the process it was determined there was a need to self-report two

form 5A changes that will require Co-applicant Board approval/acknowledgment. I will provide details during the meeting this month. In the budget portion of the report we conservatively predicted a 20% growth in Medical and Dental Visit counts related to our enhanced dental staff and also the addition of the Danville Clinic Site.

**Co-Applicant Board Compliance:** We have not confirmed at this point a scheduled meeting between both boards for the December time and date discussed at our last meeting. Further discussion will be held and this meeting may be changed to a date later in the Grant Year that better coincides with the April 1<sup>st</sup>, 2020 renewal date for the grant. I will review the compliance manual referencing public entities and co-applicant boards for discussion this meeting.

**Board Governance:** The National Association of Community Health Centers released a new Public Entity Reference guide. The last publication for this titled "Monograph" was in 2008. This version provides clear interpretation for centers operation within a public entity. I will share this information at the board during the meeting and provide copies for reference.

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

*Caseload was 925 for October (a decrease of 29). Fewer participants were scheduled due to our preparation for the WIC Baby Shower and Columbus Day holiday. There were also fewer participants scheduled during the 5<sup>th</sup> Week of the month and for Head Start Trick-or-Treaters on the 31<sup>st</sup>. Referrals included 5 to the Mommy & Me Smoking Cessation program and 28 to the CHC (27 referrals were children, 1 infant and 0 women).*

72 of the 308 infants (23.3%) currently receiving WIC benefits are certified with a risk code designated as "born early" (includes infants born less than 39 weeks gestation). Two of 86 prenatal participants are 17 years old or less (2.3%).

Thirteen prenatal WIC participants and guests attended the fall WIC Baby Shower. (See attached agenda and invitation). Door prizes included many hand-made baby items by Sew Special Network of Danville and Newborns in Need of Newark. Those in attendance were *very* appreciative of the information presented and gifts provided.

Heidi Myers, our Breastfeeding Peer Helper, completed a PowerPoint presentation to promote the need for a Mothers' Milk Bank drop-off site at our agency. The contract between Mothers' Milk of Ohio, an operating unit of OhioHealth Corporation, and Knox County Health Department has been fully executed. Plans to obtain the necessary equipment and to host a future "grand opening" event are in process.

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

- **Five year lease with Enterprise for the F150 has ended. Planning to purchase truck from Enterprise for the buyout price**
- **Katie, Stacey and Zach shadowed Huron County fiscal to learn how to create reports in MIPS the new financial software**

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

The community based functional exercise was completed and the focus was on winter weather preparedness. A total of six healthcare agencies along with Emergency Operation Center staff participated in the three hour operational based exercise. In addition, the local healthcare coalition funded \$1500 towards CAT Tourniquets for law enforcement Rescue Task Force (RTF) bags. Kyle Clark completed a week long Incident Command training and will turn his focus towards access/functional needs. Lastly, all required PHEP objectives have been completed and approved grant year to date.

## **Facility/Maintenance**

General facility maintenance is up to date and county maintenance contract has been fulfilled without issue. A facilities meeting has been scheduled on Friday November 22<sup>nd</sup> to discuss the next steps moving forward in regards to additional square footage and the future location of KCHD. ComDoc printer settings have been rolled out to mitigate the overages associated with printer properties (color prints). The LISW office location has been completed and clients are being served without issue. As the fire extinguishers are upcoming inspection, new vendors are being sought out due to the price increase with Silco. Lastly, Mr. Clark will begin assuming some facility responsibilities in the near future as he becomes more confident in the PHEP requirements.

## **Fiscal**

The EH Cost Methodology has been completed and the first reading will be presented to the Finance Committee prior to the board meeting on the 20<sup>th</sup>. In addition, the 2020 Temporary Appropriations will also be reviewed by the Finance committee and presented to the board in December. The Rural Health Care program known as Solix credited our Spectrum (Internet & Phone) account nearly \$7,000 which will offset nearly 6 months of the said fixed expense. The Fiscal team will be traveling to Huron County to meet with their Fiscal Officer in order to get a better understanding of potential reports that MIP (fiscal software program) can offer along with generating OPERS expense accounts.

## **Fiscal Coordinator Report – Katie Hunter**

### **October 2019 Budget Summary**

- Revenue: Year-to-date revenue -- \$4,845,944 -- 75% of estimated revenue collected
- Expenditures: Year to date expenditures – \$4,495,136 -- 69% of appropriations spent
  
- January 1, 2019 Cash Balance: \$1,698,630
- January 1, 2018 Cash Balance: \$1,638,027
- January 1, 2017 Cash Balance: \$1,129,725
  
- October 31, 2019 Cash Balance: \$2,049,437 – up \$350,807 since January 1, 2019 (↑17%)
- October 31, 2018 Cash Balance: \$1,851,834
- October 31, 2017 Cash Balance: \$1,708,311

## **General Fund**

- Revenue received year-to-date -- \$1,603,603 (92% of estimated revenue)
- Expenditures year-to-date -- \$1,432,196 (73% of estimated expenses)
- January 1, 2019 Cash Balance: \$682,716
- October 31, 2019 Cash Balance: \$854,123 – up \$171,407 since January 1, 2019 (↑20%)
- October 31, 2018 Cash Balance: \$906,932
- October 31, 2017 Cash Balance: \$978,627

## **Environmental Health Restricted Funds**

- Revenue received year-to-date -- \$331,884 (86% of estimated revenue)
- Expenditures year-to-date -- \$328,379 (83% of estimated expenses)
- January 1, 2019 Cash Balance: \$20,640

- October 30, 2019 Cash Balance: \$ 24,145 – up \$3,505 since January 1, 2019 (↑15%)
- October 30, 2018 Cash Balance: \$50,919
- October 30, 2017 Cash Balance: \$83,912

### **Special Revenue Funds**

- Revenue received year-to-date -- \$382,509 (76% of estimated revenue)
- Expenditures year-to-date -- \$342,069 (69% of estimated expenses)
- January 1, 2019 Cash Balance: \$806,217
- October 31, 2019 Cash Balance: \$846,658 – up \$40,441 since January 1, 2019 (↑5%)
- October 31, 2018 Cash Balance: \$770,573
- October 31, 2017 Cash Balance: \$529,114

### **Grant Funds**

- Revenue received year-to-date -- \$2,527,945 (69% of estimated revenue)
- Expenditures year-to-date -- \$2,392,491 (69% of estimated expenses)
- January 1, 2019 Cash Balance: \$189,057
- October 31, 2019 Cash Balance: \$324,511 – up \$135,454 since January 1, 2019 (↑42%)
- October 31, 2018 Cash Balance: \$123,408
- October 31, 2017 Cash Balance: \$116,657

### **Notes to 2019 Budget Summary**

#### ❖ **General Fund**

- We received funding from United Way Grants for \$4,941.67. We received \$11,699.83 for Birth and Death record and \$10,340 for CMH services.

#### ❖ **Environmental Health Restricted Funds**

- Sewage fund revenue from permits and site evaluations was \$11,583.

#### ❖ **Grant Funds**

- Community Health Center fund project income was \$130,839.34 and \$183,629.38 in grant monies. Drug Free Communities grant \$11,862.30, Creating Healthy Communities grant \$14,477.98 and WIC Grant \$28,412.57, and PHEP Grant \$1,630.72.

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

- **First round of interviews with East Knox started.**

I have received several applications for the Public Health Nurse positions for the school nurse. I will be in contact with the superintendents and principals at East Knox and the Knox County Career Center to schedule a time for interviews the end of November and beginning of December. Both schools would like to have someone hired and ready to start after Winter break in January 2020.

The Workforce Development Committee is planning the December all-staff development day. This year the event is scheduled for December 6 from 8 a.m. – 4:30 p.m. and will be held at the Apostolic church. You are invited to attend the entire day or if you can only attend part of the day that would be great too or and if you would like to come for lunch only it will be served @ 11:30 a.m. Please let me know by November 29<sup>th</sup> if you plan to attend.



### 3.3. Health Commissioner

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

- **Shared a thank you letter we received from Ariel Foundation**
- **News article in the Ohio Township News regarding executive sessions**

Happy 1st Snow day for 2019. I am happy to report that all staff made it safely to work on this first "weather" day of the season.

My mid-month report for November (not really mid month but it is that time of year when Board meetings change):

- Mike Whitaker and I will be presenting a resolution on vaping for you to consider for approval. The resolution should be in your Board packet. IF you have concerns or changes you would like made to this document please let me know ASAP
- Joyce and I will present a motion to approve all exempt/salaried employees from completing timesheets beginning in January 2020. Legal counsel has approved this action. We are working internally to break out any time spent in grants or other program areas and well as request for leave
- The development of a harm reduction program and firearm violence statement for the Board's consideration continues. I did not anticipate these issues taking so long to put in place but I want to ensure we are doing it correctly so time is our friend
- Rep. Carfagna and Sen. Brenner were in our building on 11/1 for the monthly meeting. Lots of good information shared between all parties. The action item that directly affects KCHD is Rep. Carfagna's willingness to take legislation forward to make rabies vaccination mandatory in Ohio. Nate and Dr. Rogers are asked to assist with the language and promotion to all interested parties. Stay tuned for more in 2020
- The first reading for EH fees will be presented this month. As you may anticipate, raising fees in some areas will be presented
- The "wish lists" for 2020 are in from all divisions/directors and we will be discussing internally for potential budget recognition. The Board Finance Committee will meet just prior to the Board meeting to discuss
- Mandatory flu vaccine for employees has gone pretty well this year. If an employee does not get the vaccine or present a medical waiver then they must wear a surgical mask during work hours when dealing with clients. This is Public Health.
- East Knox Schools and the Career Center are willing to contract for a public health nurse to serve in each of their schools. Postings are out and interviews will begin as soon as possible. MV City Schools are looking for a social worker under the same arrangement - stay tuned.
- A conference call with Siemens took place at the broker's request. The only question I posed (Zach was present) was if they would consider a longer term lease. This was not received well as "it isn't typical". I did not discuss any other items on the lease proposal and indicated that if they would not consider a longer term lease then negotiations would probably not go any further. I asked that they respond to us by 11/20/19 with their answer which has to be "moved up the ladder" to the decision makers on their end. Our Board facilities workgroup (Eric, Ron, Jeff, Lee) is scheduled to meet on 11/22 to discuss strategies/next steps. Zach and I are gathering information for that meeting to assist us in moving forward.
- The contract with MTV City for PH services is up for renewal. After reviewing services and costs I have asked for a 3% increase every year for the 3 year term of the contract. They currently pay \$55,000/annually. The increase would look like this: 2020 - \$56,650 2021 - \$58,350 2022 - \$60,100  
They are reviewing and will get back to us. Remember that this is additional revenue for us

as all property owners in MV City pay taxes for our levy. We have had this contract with the City since our combination in 1983

- Lane and I are planning an annual meeting of the Board of Health and the Community Health Center Board. We are hoping to do something in January that becomes a routine thing. Stay tuned.

That's it for now. Please, as always, contact me if you have any questions or concerns.

#### 4. New Business

##### 4.1. Finance

##### 4.1.1. Income and Expense

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

KNOX COUNTY GENERAL HEALTH DISTRICT RECEIPT & EXPENDITURE SUMMARY REPORT OCTOBER 31, 2019							
FUND NAME	JAN. 1, 2019 BALANCE	OCTOBER REVENUE	YEAR-TO-DATE REVENUE	OCTOBER EXPEND.	YEAR-TO-DATE EXPEND.	OCTOBER 31, 2019 BALANCE	
<b>District Health Fund</b>							
801 - District Health Fund*	682,715.71	31,664.85	1,603,603.49	156,024.37	1,432,196.03	854,123.17	
<b>Environmental Health Restricted Funds</b>							
805 - Swimming Pool Fund	5,210.27	0.00	9,277.62	37.90	12,314.95	2,172.94	
806 - Food Service Fund	2,809.73	10,862.00	161,959.10	14,280.93	158,616.94	6,151.89	
807 - Private Water Fund	1,344.55	5,860.52	61,407.36	5,793.24	58,706.31	4,045.60	
809 - Sewage Program Fund	11,211.24	11,583.00	91,556.55	11,327.50	91,826.94	10,940.85	
810 - RV Park/Camp Fund	64.22	0.00	7,684.14	70.29	6,914.60	833.76	
Subtotal	20,640.01	28,305.52	331,884.77	31,509.86	328,379.74	24,145.04	
<b>Special Revenue Funds</b>							
803 - Home Health Fund	797,774.23	41,071.28	346,631.80	24,339.81	313,930.40	830,475.63	
819 - Solid Waste Fund	8,443.03	7,128.91	35,878.16	2,946.97	28,138.61	16,182.58	
Subtotal	806,217.26	48,200.19	382,509.96	27,286.88	342,069.01	846,658.21	
<b>Grant Funds</b>							
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	773.50	48,412.57	285,670.93	25,052.90	246,356.93	40,087.50	
811 - Creating Healthy Com Grant FY JAN 1 - DEC 31	26,748.03	14,477.99	93,413.95	12,866.97	86,075.44	34,086.54	
812 - PHEP Grant Fund FY July 1 - June 30	3,125.83	1,630.72	60,258.30	4,743.60	53,744.33	9,639.80	
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	70,991.69	30,220.17	45,040.78	13,652.32	59,474.42	56,558.05	
814 - Community Health Center Grant FY April 1 - Mar 31	82,365.59	315,978.87	1,939,935.80	176,669.25	1,842,549.44	179,751.95	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	5,052.50	11,862.30	103,626.07	11,714.96	104,291.41	4,387.16	
Subtotal	189,057.14	422,562.61	2,527,945.83	244,700.00	2,392,491.97	324,511.00	
<b>TOTAL ALL FUNDS</b>	<b>1,698,630.12</b>	<b>530,753.17</b>	<b>4,845,944.05</b>	<b>459,521.11</b>	<b>4,495,136.75</b>	<b>2,049,437.42</b>	

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

##### 4.1.2. Transfers/Cash Advances – Resolution #2019-12

Joe Porter made a motion to approve Resolution #2019-12 Jeff Harmer seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Diane Goodrich, Ron Moder, Barb Brennehan, Lee Rhoades, Joe Porter, and Amanda Rogers, DVM: in the negative; none. The motion was approved.

#### **RESOLUTION #2019-12**

##### **General Fund**

1. Transfer \$2,000 from 801.1510.50302 to 801.1510.50301
2. Transfer \$60,000 from 801.1510.50302 to 801.1510.50614
3. Transfer \$15,000 from 801.1510.50601 to 806.1510.4110
4. Transfer \$120,000 from 801.1510.50614 to 301.1140.41100

### **Swimming Pool Fund**

1. Transfer \$100 from 805.1510.50401 to 805.1510.50201
2. Transfer \$100 from 805.1510.50401 to 805.1510.50102

### **Food Service Fund**

1. Transfer \$200 from 806.1510.50102 to 806.1510.50401

### **Creating Healthy Communities Grant**

1. Transfer \$1,000 from 811.1510.50302 to 811.1510.50201

### **Community Health Center Grant**

1. Transfer \$5,000 from 814.1510.50367 to 814.1510.50106
2. Transfer \$30,000 from 814.1510.50302 to 814.1510.50106

### **General Fund**

1. Advance \$20,000 from 801.1510.50602 to 808.1510.41101
2. Advance Pay Back \$5,000 from 806.1510.50602 to 801.1510.41101

#### **4.1.3. Approval of Resolution 2019-13 – Concerning balance in Home Health Division special account 803.**

Jeff Harmer made a motion to approve Resolution #2019-13 Barb Brenneman seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Diane Goodrich, Ron Moder, Barb Brenneman, Lee Rhoades, Joe Porter, and Amanda Rogers, DVM: in the negative; none. The motion was approved.

#### **4.2. Personnel - NONE**

#### **4.3. Contracts**

##### **4.3.1. Approve participation agreement with the County Commissioners to participate in the health benefit, dental benefit, and vision benefit plan, effective January 1, 2020 through December 31, 2020.**

Jeff Harmer made a motion to approve participation agreement with the County Commissioners to participate in the health benefit, dental benefit, and vision benefit plan, effective January 1, 2020 through December 31, 2020 continuing to pay the same premium percentage as last year. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

#### **4.4 Board Approvals**

##### **4.4.1. Approve Resolution 2019-14 - Ohio Tobacco Law for Knox County.**

Amanda Rogers, DVM, made a motion to approve Resolution #2019-14. Joe Porter seconded the motion.

Jeff Harmer made a motion to approve Resolution #2019-14 as amended. Diane Goodrich seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Diane Goodrich, Ron Moder, Barb Brenneman, Lee Rhoades, Joe Porter, and Amanda Rogers, DVM: in the negative; none. The motion was approved.

##### **4.4.2. Approval to exempt salary employees from completing weekly timesheets for hours worked: effective first pay January 2020.**

Jeff Harmer made a motion to approve exempt salary employees from completing weekly timesheets

for hours worked. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.4.3. Approval to open the following positions:**

**1 Licensed Independent Social Worker**

**2 Licensed Social Workers**

Jeff Harmer made a motion to approve the opening of 1 Licensed Independent Social Worker and 2 Licensed Social Workers. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

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

*Agency name change*

See attachment.

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

**4.5.1. Contract with ISA/PRIDE Surveys for online survey implementation, effective November 1, 2019 through September 30, 2020 with an annual maximum of \$5,563.65 (increase of \$2,065.40) paid for by the Drug Free Communities grant.**

**5. Executive Session**

At 7:13 p.m. Jeff Harmer made a motion to enter into executive session for the purpose of personnel. Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Barb Brenneman, Lee Rhoades, Joe Porter, Diane Goodrich, Ron Moder, and Amanda Rogers, DVM: in the negative; none. The motion was approved

At 7:41 p.m. Jeff Harmer made a motion to return to regular session, Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Lee Rhoades, Joe Porter, Diane Goodrich, Ron Moder, Barb Brenneman and Amanda Rogers, DVM: in the negative; none. The motion was approved.

**6. Adjournment**

Being no further business, Jeff Harmer 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 7:42 p.m.



Eric Siekkinen, RPh  
Board President



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