

October 23, 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:

BOARD MEMBERS	STAFF
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
Barry George, MD	Cyndie Miller, WIC Director
Barb Brenneman	Katie Hunter, Fiscal Coordinator
	Mike Whitaker, Program Coordinator
ABSENT	Carmen Barbuto, Accreditation Coordinator
Lee Rhoades	Dan Saale, DDS
Joe Porter	Anna-marie Magers, RDH
Lane Belangia, CHC, CEO	Jessica West, EFDA
	Heidi Myers, Breastfeeding Peer
GUESTS - None	April Brady, Administrative Assistant

1. Convention

1.1. Call to Order

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

1.2. Acceptance of Agenda

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

1.3. Approval of the minutes for, September 25, 2019 Board of Health meeting.

The minutes of the regular meeting held, September 25, 2019 were reviewed and accepted. Barry George, MD made a motion to approve the minutes. Jeff Harmer 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.

FUND	AMOUNT
October 2019	
801 - General Fund	46,146.76
803 - Home Health Fund	746.24
806 - Food Service Fund	377.16
807 - Private Water Fund	1,940.10
808 - WIC Grant	9,792.29
809 - Sewage Program Fund	2,759.94
810 - RV Park/Camp Fund	3.75
811 - Creating Healthy Communities Grant	2,626.22
812 - Public Hlth Emergency Preparedness Grant	151.73
813 - MCH/CFHS Grant	10,838.34
814 - Community Health Center Grant	60,650.36
830 - Drug Free Communities	4,657.74
Total	\$140,690.63
THEN & NOW	
801 - General Fund	8,477.00
807 - Private Water Fund	412.00
808 - WIC Grant	692.01
809 - Sewage Program Fund	796.00
814 - Community Health Center Grant	4,536.25
Total	\$14,913.26

1.6 Public Participation

Julie introduced staff from the dental clinic to board members.

Dan Saale, DDS joined our team May 13, 2019. He is from the Dublin, OH area. Dr. Saale has 35 years' experience as a General Dentist. He started several practices on his own and worked in a corporate dental setting. He is also familiar with treating a high Medicaid population.

Anna-marie Magers, Registered Dental Hygienist began her career with the health center dental clinic June 17, 2019. Anna-marie has twenty years' experience in the field. In addition to seeing patients in the center she teaches pre-school and kindergarten children in Knox County the importance of oral hygiene through the United Way Oral Health Program. She and her family are from the Howard area.

Jessica West joined the dental team August 13, 2019. Jessica has the Expanded Function Dental Assistant certification. She started out as a dental assistant 19 years ago. After working in the field six years she decided to further her education and receive her certification as an expanded function dental assistant. As an EFDA she is allowed to perform reversible, intraoral procedures, and additional tasks services or capacities, place sealants, coronal polishing, etc. Jessica is from Mount Vernon and enjoys time in her garden and spending time with her granddaughter.

Board members asked what age we begin to see patients. Staff replied they see children as early as two years old but three years old is the recommendation.

2. Hearings/Readings/Regulations

2.1. Approval of household sewage treatment system variance to Donald L. Wallace for 258 South Hartford Avenue, Centerburg, OH 43011, Village of Centerburg Parcel # 18-00447.000 to allow installation of additional treatment lines at a shorter required lengths, along with shorter isolation distances to property lines.

Jeff Harmer made a motion to approve household sewage treatment system variance for Donald L. Wallace for 258 South Hartford Avenue, Centerburg, OH 43011, Village of Centerburg Parcel # 18-00447.000 to allow installation of additional treatment lines at a shorter required length, along with shorter isolation distances to property lines. Barry George, MD seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Jeff Harmer, Diane Goodrich, Ron Moder, Barry George, MD, Barb Brenneman and Amanda Rogers, DVM: in the negative; none. The motion was approved.

3. Special Reports

3.1. Board President

3.2. Breastmilk Bank Presentation

Attachment 1

Board members were very supportive of the breastmilk bank program. Amanda Rogers, DVM shared her personal story with the program and offered to purchase a freezer if needed.

3.3. 3rd Quarter Report

Attachment 2

3.4. Leadership Team

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

ODH sewage program survey is complete. Nate commended Kyle Shackle, Landon Magers and Cathy Miller for their work. The survey went well and we all learned a lot.

Donald Wallace has applied for a HSTS variance at 258 S. Hartford Avenue, Village of Centerburg on 0.3 acres. The current system has effluent discharging to the surface of the ground and per the Village of Centerburg, the current system is not accessible to sanitary sewerage. Therefore, in order to abate the nuisance, additional leaching will be installed with leaching lines shorter than are required. Also, the lines will not meet the acceptable isolation distances to property lines.

The Knox County Health Department food program continues to provide Level 2 food safety course for facilities in Knox County. At least one person for each licensed risk level 3 or risk level 4 facility is required to pass a level 2 food safety course exam and obtain an Ohio food safety certificate through the Ohio Department of Health. Currently, we are providing the three day class three times a year. The last class for the year is currently being held with 15 individuals taking the course.

The first of four program surveys from the Ohio Department of Health will begin on October 17, 2019. The first program to go through the survey process will be the household sewage treatment system

program. This will also be the first time the program has been surveyed from the Ohio Department of Health in over at least ten years. Since environmental health director, Nate Overholt has never been through the HSTS program survey, he reached out to the Bureau of Environmental Health and Radiation Protection Chief, Gene Phillips to discuss the survey process. Mr. Phillips stated the first surveys conducted by his staff in the HSTS program surveys are meant to be a learning tool for the local health departments in order to determine where the programs might be lacking or need improvement and then work with ODH staff to make any improvements to the program.

The remaining program surveys will be conducted as follows: Private Water System Program survey October 24-25, 2019; Campground Program survey November 13, 2019 and Public Swimming Pool program survey November 14, 2019. Also, the Knox County Health Department will have the annual Solid Waste Program survey through the Ohio Environmental Protection Agency sometime before the end of the year. With the number of the survey's scheduled in the next few months, the staff will continue to be very busy in their daily activities, along with time to prepare all required administrative documents and perform out in the field for the survey process.

PLANNING EDUCATION & PROMOTION – Pam Palm, Director

We have been notified of one Knox County resident that has been hospitalized with pulmonary disease due to vaping. The Health Alert Network (HON) was utilized to communicate to local providers.

On Sept. 18 the Health Department and Health Center were represented at the Senior Resource Day sponsored by the Knox County Task Force for Older Adults. Other promotional opportunities in September included First Friday in downtown Mount Vernon and an Amish Health & Safety event at the Waterford Action Barn and

We received notification for funding in the amount of \$35,000 for the Safe Communities program. This is same amount we received last year. Programming focuses on traffic safety. We also received funding in the amount of \$36,900 for the Maternal Child Health grant. Programming will focus on continued implementation of the Ohio Healthy Program, a nutrition education and training program for daycare providers.

The Knox Out tobacco program had six new clients in September, bringing the total for the year to 86. We expect to meet our goal of 125 clients for the United Way investment funding, but overall, our client totals will be much lower than last year due a decline in referrals from the Health Center dental clinic due to a change in dentist.

Facebook, overall page insights

Total page likes = 2,236; Gained 7 new page likes

In comparison: KCH = 2,719 page likes; Knox County Park District = 1,590 page likes

of posts = 25; Number of paid posts = 1 (this was a post that ran from Aug. – Sept.)

Reach (# of people who saw our posts) = 13,464

Post Engagement (# of times likes/comments/shares/etc.) = 895

Posts with most engagement (# reach, # post clicks, # reactions/comments/shares)

(#1) Art of Recovery Awards, KHPP and Julie (1442, 229, 139)

(#2) MCH snacks for United Way (829, 70, 71)

(#3) WIC vouchers at Apple Hill Orchard (750, 31, 13)

Twitter # Tweets = 25; # Followers = 860; # Engagements = 23

Instagram # Posts = 22; # Followers = 254 (14% increase); # Engagements = 102

Notes: Main messaging was focused on awareness campaigns: Sexual Health Month, Child Passenger Safety Week, National Preparedness Month. Website (Google Analytics)

Website - Knoxhealth.com (via Google Analytics) 1,857 users (2,380 sessions)
Top Pages Visited: Main Page; Health Center; Vital Stats; Staff Directory; Dental; HR;
Sewage;

Google Business Listing – 5,312 people searched for the HD and HC on Google during September
111 asked for directions; 388 visited the website and 945 called the agency

Website - Get Healthy Knox County (Via Weebly Insights)
453 page views from 282 unique visits
Top Pages Visited: 1. Food Pantry Information; 2. Hot Meal Locations; 3. Home Page
Site visitors are coming from: 1. Google; 2. Bing; 3. Facebook (mobile)

Facebook - Get Healthy Knox County
Total page likes = 403; # of posts = 3; Reach (# of people who saw our posts) = 462
Post Engagement (# of times likes/comments/shares/etc.) = 17

COMMUNITY HEALTH CENTER – Lane Belangia, CEO

Medical, Dental Health & Mental Health Services

Grant: The Change In Scope, (CIS) to bring the Danville site under the scope of the Mt. Vernon site has been submitted as the Board of Health agreed to submit this action item/request per approval from this board and due to not receiving funding for a new access point. This process takes 30 to 60 days to receive approval. There is talk that additional funding could be released for New Access Points later this year. If our score is high enough from the analysis of the application, we could be funded. At the time of this report being written, scoring was unknown. I hopefully will know the score by the board meeting. The scoring is scaled from 1 to 100 points.

Fiscal: Current operations continue to increase patient volume in the center. Revenue has trended above monthly budgeted projections to date and funding has been received from the monies associated with the SUD grant from last year giving the center a positive fund balance. The main grant funds have been over drawn grant year-to-date. We are carefully monitoring expenditures and managing the remaining grant funds, revenue received, and promoting other means of revenue to manage the center funds through the remaining 5 months of this project period. The 340B program, the HCCN grant, and participating in CPC Medicaid programs are all programs that will provide unbudgeted revenue to the center for the remaining period.

Supplemental Funding: You will receive notice that we have hired two additional staff, a licensed independent social worker (LISW) and a patient care navigator. Both staff members' salaries are covered with this year's IBHS (Integrated Behavioral Health Services) grant. The LISW is revenue-producing as we will be able to bill for her services and the patient care navigator is not revenue producing but her work will result in helping uninsured be insured, and reaching out to patients needing linked to services from the center. The IBHS grant funding accounted for \$167,000 which is ongoing or continuous after this year.

Billing: AR has decreased to a 53 day average this month compared to the 60 day average the month prior. The largest amount of money in AR to date is tied to the dentists not being credentialed with one insurance company. Credentialing is expected to be complete within 30 days.

Grant Management: The annual Budget Period Report (BPR), is due November the 8th. This is a non-competitive report used for our center to tell the story of operations from the last year. We confirm our scope, (update from Forms 5A, B, and C), explain the performance measure trends (whether they are up or down from proposed targets), and talk to challenges and successes' with

staffing, providers and board members. I will have samples of some of the metrics for the board to see during the board meeting. We will complete one more BPR next November and the following November 2021) submission of our Service Area Competition Report (SAC) is due. We utilize a grant writer to complete this report. The SAC sets the budget period and performance measurement targets for the following three years.

Co-Applicant Board Compliance: As I spoke to you last meeting, we are to have an on-site visit June of 2020. I took the liberty and selected the third week of June as our primary choice for the visit as we meet for our monthly board meeting anyway that week. Our second choice is the second week of June. The dates will be confirmed at some point this winter.

Board Governance: As a public entity FQHC we should have one annual combined meeting between the Co-applicant Board for the center and the Board of Health. At this time the proposed date of this meeting is December 18th starting prior to the Board of Health Meeting; proposed time is 5:30 PM. If we were to have a quorum we could cancel the centers monthly meeting on the 19th. (FYI, this will be discussed during the meeting so please check your calendars for any conflicts).

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

*Caseload was increased by 9 for September, at 954, from the previous month of August, at 945. Referrals included 5 to the Baby and Me Smoking Cessation program and 40 to the CHC (33 referrals were children, 1 infant, and 1 prenatal). 62 of the 301 infants (nearly 20.6%) currently receiving WIC benefits are certified with a risk code designated as “born early” (includes infants born less than or equal to 39 weeks gestation). **Four** of 216 prenatal participants are 17 years old or less (1.9%).*

Annual Baby Shower was held 10/10/2019.

ADMINISTRATIVE SERVICES & OPERATIONS- Zach Green, Interim Director

Public Health Emergency Preparedness (PHEP)

The site security checklist has been completed at Knox Community and submitted for reimbursement with the Central Ohio Trauma System (COTS). Leadership conducted a Point of Distribution drill at Mount Vernon High School to address and make changes to the improvement plan created from the last exercise. The flow and triage area were the primary areas of discussion. The healthcare coalition will be conducting a whole community operational based exercise to meet CMS requirements at the end of October. Lastly, the Pan Flu table top exercise is scheduled for December 11th in conjunction with the entire central region.

Facility/Maintenance

Siemens have reached out with preliminary terms and Julie will be discussing these items with the Board in person. The annual winter maintenance was completed by Mickley’s and fire extinguishers will be scheduled for routine inspection this month. In regards to the county maintenance contract there has been quick response to miscellaneous issues that arise. Lastly a security risk assessment to identify any areas of concern in regards to IT infrastructure is underway and the agency HIPAA policy will be changed as necessary based on the findings of the valuation.

Fiscal

The credit card terminal vendor, TSYS, has been approved per legal counsel and will be presented to the board this month. This credit card service will increase efficiency working with eClinical works and eliminate redundancy from the front admin staff. In addition, the fees are much more competitive which will provide a return on investment rather than the high interest rates we are currently paying. A meeting with ComDoc took place to discuss ongoing overages based on copier volume. It has been requested for the vendor to re-evaluate the usage per piece of equipment for the allocation of copies

per device is not realistic, nor plausible. I will be reaching out to other vendors to conduct a cost comparison and the timeline for cost recovery. The EH Cost Methodology has begun and Katie Hunter is learning the process based on the required information from the previous years. Finally, the 2020 budget is in progress as the time per each employee based on fund has been identified along with the prediction of future positions. This draft budget will be reviewed by the Finance Committee in November.

Fiscal Coordinator Report – Katie Hunter

Reminded the board the payout amount to staff for not enrolled in the county insurance will be \$14,400 for eight employees.

September 2019 Budget Summary

- Revenue: Year-to-date revenue -- \$4,315,190.88 -- 67% of estimated revenue collected
- Expenditures: Year to date expenditures – \$4,049,215.84 -- 63% 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

- September 30, 2019 Cash Balance: \$1,964,605 – up \$265,975 since January 1, 2019 (↑14%)
- September 30, 2018 Cash Balance: \$2,021,019
- September 30, 2017 Cash Balance: \$1,882,078

General Fund

- Revenue received year-to-date -- \$1,571,938 (90% of estimated revenue)
- Expenditures year-to-date -- \$1,280,197 (66% of estimated expenses)
- January 1, 2019 Cash Balance: \$682,716
- September 30, 2019 Cash Balance: \$974,456– up \$291,740 since January 1, 2019 (↑30%)
- September 30, 2018 Cash Balance: \$1,012,963
- September 30, 2017 Cash Balance: \$1,065,699

Environmental Health Restricted Funds

- Revenue received year-to-date -- \$303,579 (78% of estimated revenue)
- Expenditures year-to-date -- \$298,157 (75% of estimated expenses)
- January 1, 2019 Cash Balance: \$20,640
- September 30, 2019 Cash Balance: \$ 26,061 – up \$5,421 since January 1, 2019 (↑21%)
- September 30, 2018 Cash Balance: \$67,219
- September 30, 2017 Cash Balance: \$87,499

Special Revenue Funds

- Revenue received year-to-date -- \$334,309 (66% of estimated revenue)
- Expenditures year-to-date -- \$316,586 (64% of estimated expenses)
- January 1, 2019 Cash Balance: \$806,217
- September 30, 2019 Cash Balance: \$823,940 – up \$17,723 since January 1, 2019 (↑2%)
- September 30, 2018 Cash Balance: \$810,570
- September 30, 2017 Cash Balance: \$529,692

Grant Funds

- Revenue received year-to-date -- \$2,105,363 (58% of estimated revenue)
- Expenditures year-to-date -- \$2,154,273 (63% of estimated expenses)
- January 1, 2019 Cash Balance: \$189,057
- September 30, 2019 Cash Balance: \$140,146— down \$78,837 since January 1, 2019 (↓42%)
- September 30, 2018 Cash Balance: \$130,266
- September 30, 2017 Cash Balance: \$199,187

Notes to 2019 Budget Summary

❖ **General Fund**

- We received one-time funding from Women United for ABC's Safe Sleep \$2,850, Mommy & Me \$2,500, Puberty 101 \$2,500 and Student Hygiene for \$6,000. We received \$10,678 for Birth and Death record and \$18,510 for CMH services.

❖ **Environmental Health Restricted Funds**

- Sewage fund revenue from permits and site evaluations was \$8,416.

HUMAN RESOURCES – Joyce Frazee, Human Resource Supervisor

This month you will be asked to approve the hire of two new employees. Cierra Hawkins was hired to fill the Administrative Assistant/Patient Care Navigator position in the health center. Cierra has experience working with insurance companies and most recently was employed by Aetna working as a senior service advocate. She also has nine years of experience working with clients one-on-one. Cierra starts October 28, 2019.

Stacy Gilley, was hired to fill the License Independent Social Worker position in the health center. She has 20 years of experience from working with The Village Network, Holmes County Board of Developmental Disabilities and Sycamore Run Nursing Home. Stacy starts November 4, 2019.

The wage for both positions will be paid with funds from the Integrated Behavioral Health Service (IBHS) grant.

3.3. Health Commissioner

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

Julie reviewed the Strategic Plan quarterly report. We are on task with meeting our deadlines. The Leadership Team will review in monthly meetings.

Julie asked Mike Whitaker to present a white paper on vaping.

Attachment 3

I returned last evening from a conference in Baltimore so my "bullets" are arriving after your Board packet. Sorry for the delay but I did not take my laptop which makes communicating via email much easier. So here are the bullets for this past month:

- I attended the "All In" conference with Carmen Barbuto, our Accreditation Coordinator. The conference was all about data collection and sharing to improve community health. It spurred many ideas for me but as an educational opportunity did not meet my expectations. If we had not received scholarships for this conference I would have been even more disappointed. I

- believe Carmen learned and enjoyed the conference which is more important. I also think that I have "been there, done that" and have heard much of the information over the years.
- The State budget allowed for each of our Knox Co. public schools including the Career Center to receive "Student Wellness and Success funding". I have met with East Knox, Career Center, MV Schools so far and all have reached out to me after our meeting to discuss the opportunity to contract services for nurses and/or counselors from our agency. Joyce and I will be meeting with East Knox again this afternoon to further discuss and I have a request to have a phone conversation with Centerburg School superintendent next week. This may be an opportunity where weighing the ROI for improving the health of the community against securing additional revenue will need to be discussed. I will update you at the meeting.
 - Hosted our monthly Knox Co. meeting with State Rep. Carfagna. He shared all of the legislative initiatives that he is involved with and heard from me on public health issues such as funding, rabies, vaping, firearm violence, etc. This is always a good meeting and we are fortunate to be able to host this event.
 - I have asked Mike Whitaker, our Tobacco Cessation specialist, to join us at the meeting to review the "White Paper" he developed and to review the recommendations he would like to make to the Board. This is a public health issue that I would like to strongly encourage you to make a statement on using Mike's research and knowledge to lead the way. I have attached the document here for your review.
 - As a reminder, Carmen B., will be providing your Board training. She is going to begin a review of Accreditation as she will be doing with our Leadership Team. **So please do your best to be here at 6:00pm for Board training.**
 - I have not officially started a review of the literature on firearm violence nor have I identified a staff member to assist with the review. I intend to decide this over the next week and report to you in November. If any of you would like to assist me in this process please let me know.
 - Some internal moves have taken place: Lane is now sharing my office (again); Stacey has moved to the Center; Zach is in the front Admin. office, Pam is in Lane's old office, - that's it for now. The move of Pam allows me to spend time with the PEP staff in order to assist with succession planning in that area and for the agency. I will spend 2-3 days a week with the PEP team and serve as their supervisor/mentor over the next several weeks...or until we need the space.
 - Space...I have heard from Siemens and have a proposal for lease of the building. I am planning to send the document to our Board Ad Hoc Facility committee - Eric, Jeff, Lee and Ron for feedback and direction on next steps. I am sure we will discuss at the October Board meeting.

Oh, I have probably forgotten something but if so, will share at the meeting.
Please let me know if you have any questions or concerns.

4. New Business

4.1. Finance

4.1.1. Income and Expense

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

KNOX COUNTY GENERAL HEALTH DISTRICT							
RECEIPT & EXPENDITURE SUMMARY REPORT							
SEPTEMBER 30, 2019							
FUND NAME	JAN. 1, 2019 BALANCE	SEPTEMBER REVENUE	YEAR-TO-DATE REVENUE	SEPTEMBER EXPEND.	YEAR-TO-DATE EXPEND.	SEPTEMBER 30, 2019 BALANCE	
District Health Fund							
801 - District Health Fund*	682,715.71	63,500.03	1,571,938.64	119,734.21	1,280,197.62	974,456.73	
Environmental Health Restricted Funds							
805 - Swimming Pool Fund	5,210.27	0.00	9,277.62	194.31	12,278.02	2,209.87	
806 - Food Service Fund	2,809.73	2,255.00	151,097.10	14,362.97	145,177.57	8,729.26	
807 - Private Water Fund	1,344.55	6,296.38	55,546.84	6,153.90	53,058.56	3,832.83	
809 - Sewage Program Fund	11,211.24	8,416.00	79,973.55	9,140.49	80,799.43	10,385.36	
810 - RV Park/Camp Fund	64.22	0.00	7,684.14	79.36	6,844.31	804.05	
Subtotal	20,640.01	16,967.38	303,579.25	29,931.03	298,157.89	26,061.37	
Special Revenue Funds							
803 - Home Health Fund	797,774.23	26,482.41	305,560.52	25,714.64	291,224.34	812,110.41	
819 - Solid Waste Fund	8,443.03	100.00	78,749.25	1,560.62	25,362.58	11,829.70	
Subtotal	806,217.26	26,582.41	334,309.77	27,275.26	316,586.92	623,940.11	
Grant Funds							
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	773.50	41,704.74	237,258.36	28,412.57	222,862.38	15,169.48	
811 - Creating Healthy Com Grant FY JAN 1 - DEC 31	26,748.03	3,215.87	78,935.97	6,652.04	73,514.00	32,170.00	
812 - PHEP Grant Fund FY July 1 - June 30	3,125.83	2,964.96	58,627.58	7,351.58	49,210.64	12,542.77	
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	70,991.69	0.00	14,820.61	9,712.44	45,866.04	39,946.26	
814 - Community Health Center Grant FY April 1 - Mar 31	82,365.59	210,291.84	1,623,956.93	171,875.07	1,669,980.12	36,342.40	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	5,052.50	15,188.88	91,763.77	15,336.22	92,840.23	3,976.04	
Subtotal	189,057.14	273,366.29	2,105,363.22	239,339.92	2,154,273.41	140,146.95	
TOTAL ALL FUNDS	1,698,630.12	380,416.11	4,315,190.88	416,280.42	4,049,215.84	1,964,605.16	

*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 #2019-11

Jeff Harmer made a motion to approve Resolution #2019-11. Barry George, MD seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Jeff Harmer, Barry George, MD, Diane Goodrich, Ron Moder, Barb Brenneman, and Amanda Rogers, DVM: in the negative; none. The motion was approved.

RESOLUTION #2019-11

WIC Grant

1. Transfer \$1,000 from 808.1510.50101 to 808.1510.50201

Maternal and Child Health Grant

1. Transfer \$1,000 from 813.1510.50307 to 813.1510.50201
2. Transfer \$2,000 from 813.1510.50302 to 813.1510.50501

Drug Free Communities Grant

1. Transfer \$5,000 from 830.1510.50302 to 830.1510.50307

4.2. Personnel

4.2.1. Approval to hire Stacy Gilley, LISW in the Community Health Center division, effective, November 4, 2019.

Amanda Rogers, DVM made a motion to approve hiring of Stacy Gilley, LISW in the Community Health Center division, effective November 4, 2019. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

4.2.2. Approval to hire Cierra Hawkins, Administrative Assistant in the Community Health Center division, effective October 28, 2019.

Jeff Harmer made a motion to approve hiring of Cierra Hawkins, Administrative Assistant in the Community Health Center division, effective October 28, 2019. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

4.3. Contracts

4.3.1. MOA with the Freedom Center to serve as a Project DAWN distribution location, effective September 20, 2019 and remains ongoing, non-monetary.

Jeff Harmer made a motion to approve MOA with the Freedom Center to serve as a Project DAWN distribution location, effective September 20, 2019 and remains ongoing, non-monetary. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.3.2. Approval of Clear Impact license agreement through ODH, effective October 1, 2019 through September 30, 2021, @ no charge or fee.

Jeff Harmer made a motion to approve Clear Impact license agreement through ODH, effective October 1, 2019 through September 30, 2021, @ no charge or fee. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.3.3. MOA with the Mount Vernon M.E.R.I.T Court to serve as a Project DAWN distribution location, effective September 20, 2019 and remains ongoing, non-monetary.

Jeff Harmer made a motion to approve MOA with the Mount Vernon M.E.R.I.T Court to serve as a Project DAWN distribution location, effective September 20, 2019 and remains ongoing, non-monetary. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.3.4. Approve MOU with Licking County Health Department for the Tobacco Use Prevention and Cessation (TUPC) grant effective October 1, 2019 through June 30, 2020 with a yearly maximum of \$40,000 received based on grant deliverables.

Jeff Harmer made a motion to approve MOU with Licking County Health Department for the Tobacco Use Prevention and Cessation (TUPC) grant effective October 1, 2019 through June 30, 2020 with a yearly maximum of \$40,000 received based on grant deliverables Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

4.3.5. Approval of agreement with Mothers Milk Bank of Ohio for the collection, storage, and transfer of lactation products, effective October 23, 2019 and ongoing, pending legal council approval.

Jeff Harmer made a motion to approve agreement with Mothers Milk Bank of Ohio for the collection, storage, and transfer of lactation products, effective October 23, 2019 and ongoing, pending legal council approval. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

4.3.6. Approval of contract with TSYS Merchant Solutions, global credit card processing company that interfaces with our Electronic Medical Records. The initial setup cost shall not exceed \$2,000. The following monthly fees are \$.15 per transaction and 1.38% credit card processing fee, effective November 1, 2019 – October 31, 2022.

Jeff Harmer made a motion to approve contract with TSYS Merchant Solutions, global credit card processing company that interfaces with our Electronic Medical Records. The initial setup cost shall not exceed \$2,000. The following monthly fees are \$.15 per transaction and 1.38% credit card

processing fee, effective November 1, 2019 – October 31, 2022. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

4.4. Board Approvals - None

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

Health Commissioner and CHC CEO approved/signed the following:

- **Renewed contract with Measurement Resources Company to conduct evaluation services for KSAAT through the Drug Free Communities grant with a yearly maximum of \$9,555 effective October 1, 2019 through September 30, 2020.**
- **Renewed MOA between Dr. Sullivan's office and WIC for required referral services effective Oct 1, 2019 through September 30, 2022**
- **Renewed MOA between the Knox County Community Health Center and WIC for required referral services effective Oct. 1, 2019 through September 30, 2022**
- **Renewed service agreement between Ohio Pharmacy Services and the Knox County Health Department for medical supplies and pharmaceuticals, effective FY 2020-2021**

5. Executive Session

At 8:09 p.m. Jeff Harmer made a motion to enter into executive session for the purpose of personnel discussion. Ron Moder seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Jeff Harmer, Barb Brenneman, Barry George, MD, Diane Goodrich, Ron Moder, and Amanda Rogers, DVM: in the negative; none. The motion was approved

At 9:03 p.m. Jeff Harmer made a motion to return to regular session, Barry George, MD seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Jeff Harmer, Barry George, MD, 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 9:04 p.m.


Eric Siekkinen, RPh
Board President


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