

September 25, 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
Lee Rhoades	Joyce Frazee, Human Resource Supervisor
Dr. Amanda Rogers, DVM	Stacey Robinson, Fiscal Supervisor
Ronald Moder	Nate Overholt, Environmental Health Director
Diane Goodrich	Lane Belangia, CHC, CEO
Joe Porter	Zach Green, Interim Admin/Ops Director
Barry George, MD	Cyndie Miller, WIC Director
	Katie Hunter, Fiscal Coordinator
ABSENT	GUESTS
Barb Brenneman	Larry DiGiovani, Mount Vernon News

1. Convention

1.1. Call to Order

Eric Siekkinen called the meeting to order at 6:31 p.m.

1.2. Acceptance of Agenda

Jeff Harmer 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, August 28, 2019 Board of Health meeting.

The minutes of the regular meeting held, August 28, 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

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

August 2019

801 - General Fund	31,193.49
803 - Home Health Fund	5,009.94
805 - Swimming Pool Fund	32.86
806 - Food Service Fund	285.65
807 - Private Water Fund	2,399.10
808 - WIC Grant	1,194.75
809 - Sewage Program Fund	3,011.64
810 - RV Park/Camp Fund	82.78
811 - Creating Healthy Communities Grant	358.68
812 - Public Hlth Emergency Preparedness Grant	3,530.98
813 - MCH/CFHS Grant	7,173.02
814 - Community Health Center Grant	79,625.75

819 - Solid Waste	6.36
830 - Drug Free Communities	9,964.09
Total	\$143,869.09

THEN & NOW

801 - General Fund	185.00
812 - Public Hlth Emergency Preparedness Grant	500.00
814 - Community Health Center Grant	18,209.37
Total	\$18,894.37

1.6 Public Participation - None

2. Hearings/Readings/Regulations

2.1. Approval of Resolution 2019-#09 Supplemental Sewage Regulation.

Barry George, MD made a motion for approve Resolution 2019-#09 Supplemental Sewage Regulation as revised. Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Jeff Harmer, Lee Rhoades, Diane Goodrich, Ron Moder, Joe Porter, Barry George, MD and Amanda Rogers, DVM: in the negative; none. The motion was approved.

3. Special Reports

3.1. Board President

Eric Siekkinen asked Diane Goodrich to give an update from the AOHC conference she attended.

Diane enjoyed attending the conference and took away the following key points:

- What will it take to modernize public health
- Organizational structure of public health
- Data collected
- Lessons learned from other states that have legalized marijuana, common forms of use, safe storage of, universal label informing the public the THC content, Ohio’s marijuana overview
- Anti-microbial resistance – pet owners are demanding vaccines for their animals

3.2. Leadership Team

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

Nate thanked his staff for the countless hours they spend inspecting local fairs and festival.

The resolution for KCHD supplemental sewage regulations is being requested for approval at this month’s BOH meeting. One of the main components of the resolution is to establish new vertical separation distances to perched seasonal water and minimum to unsaturated in situ soil. The Ohio Administrative Code 3701-25-15(V1) allows for local boards of health to establish vertical separation distances to perched seasonal water. If not established, the vertical separation distance set in code to perched seasonal water is 12 inches along with the minimum to unsaturated in situ soil within infiltrative distance is 8 inches. In the resolution, I am requesting the board of health establish both

distances at 6 inches. That is the minimum separation that is prohibited by OAC 3701-25-15(V1). By establishing the new minimum separation distances, this will allow for approvable HSTS systems to be installed with new technologies that will not create financial hardships for the property owners.

The Knox County Health Department has been notified by the Ohio Department of health that four environmental health programs are due or past due for program survey. These four programs are Household Sewage Treatment System Program (scheduled October 16 and 17, 2019), Private Water System Program (scheduled October 24 and 25, 2019), Public Swimming Pool Program (scheduled November 13 and 14, 2019) and Campground Program (scheduled November 13 and 14, 2019). Due to the numerous program surveys in a short amount of time, the environmental health staff will be very busy in preparing all necessary documents for review, along with in the field review with ODH staff.

The Health District Information System (HDIS) household sewage treatment system operation and maintenance module continues to be assembled by the Baldwin Group. Knox County EH staff, along with IT employee, Brett Berger were able to view what is currently completed and were able to run tests, along with adding recommendations as to how the program will best suit this agency. Anticipated start date for the live module is January 1, 2020.

PLANNING EDUCATION & PROMOTION – Pam Palm, Director
ODH has reported there is a case of West Nile in Lucas County, Ohio.

The Health Department and Health Center were represented at several events in August including: First Friday in downtown Mount Vernon, Wellness Checks at the Mount Vernon Farmer's Market, Dan Emmett Festival, Rasten Challenge at Ariel Foundation Park, National Night Out in Fredericktown, Chamber of Commerce New Teacher Breakfast, Employee Health Fair at Knox County Job & Family Services, and back-to-school meetings for Mount Vernon City School teachers. Health Department and Health Center services were also promoted to 1,400 incoming students at MVNU with an informational flier and stadium cup with the Health Center logo.

As part of the Drug Free Communities grant, nearly 70 people attended Hidden in Plain Sight presentations, 250 people attended the 2-day Knox Addiction Conference and over 500 participated in the annual Color Run which is a project of the Teen Advisory Council, a joint effort of DFC and New Directions. The program also distributed 350 Deterra drug deactivation bags to local funeral homes and Hospice. The bags are also available at the Health Department front desk.

The tobacco cessation program has enrolled 83 people so far this year. Our goal through the United Way funding is 125 participants by the end of the year.

Digital Media report:

Facebook, overall page insights

Total page likes = 2,229; Gained 35 new page likes (2% increase)

In comparison: KCH = 2,545 page likes; Knox County Park District = 1,411 page likes

of posts = 30; Number of paid posts = 1;

Funding source: CCI, August 20th - September 8, \$200

Reach (# of people who saw our posts) = 31,921 (25% increase)

Post Engagement (# of times likes/comments/shares/etc.) = 3,681 (99 % increase)

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

(#1) LaCrosse virus news release (9210, 1899, 270)

(#2) CCI, Use back to school as your quit date (6997, 97, 456)

(#3) Safe Communities, back to school car safety (1038, 19, 30)

Twitter # Tweets = 26; # Followers = 855; # Engagements = 25 (178% increase)

Instagram # Posts = 26; # Followers = 222 (9% increase); # Engagements = 128

Notes: Main messaging was focused on back to school, summer festivals and immunization clinics.

Google My Business – 5,131 visitors: 111 asked for directions, 1,204 called; 417 visited our website

Website- Knoxhealth.com (via Google Analytics)

1,942 users (80% new users) 5,282 page views

Top Pages Visited: 1. Health Center; 2. Birth & Death Certificates; 3. Staff Directory; 4. EH-Sewage

Where are site visitors coming from?: 1. Google; 2. Yahoo; 3. Facebook (mobile)

Website - Get Healthy Knox County (Via Weebly Insights)

570 page views (26% increase) from 348 unique visits (5% increase)

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

Where are site visitors coming from?: 1. Google; 2. Yahoo; 3. Facebook (mobile)

Facebook - Get Healthy Knox County

Total page likes = 400 ; # of posts = 7; Reach (# of people who saw our posts) = 842 (175% increase)

Post Engagement (# of times likes/comments/shares/etc.) = 325 (201% increase)

Notes: increased Reach and Post Engagement notably from a post that did very well. The coalition wanted to start featuring different members and their agencies. During this reporting period, Knox Board of DD was featured and brought in 1,301 people reached and 236 engagements.

COMMUNITY HEALTH CENTER – Lane Belangia, CEO

- **Patient appreciation day is October 5 from 11:00 a.m. – 2:00 p.m. and will be held at the park in Danville**
- **June 2020 anticipated timeframe for the next health center site visit – the BOH members will be asked to attend**
- **We did not receive funding for the new access point grant for the Danville location or the oral health funding. Paperwork has been submitted to bring that site into scope**
- **Dental and counseling services continue to increase**

Medical, Dental Health & Mental Health Services

Policy development for compliance and to support clinical and administrative procedures along with review of the compliance manual both continue. This is to support the operation of the center and prepare for the center's next HRSA on-site visit.

Fiscal: Revenue continues toward a positive trend, with project income (or Fees) being over the budgeted amount of \$92,083 by \$20,699 totaling \$112,783. This allowed for less draw-down totals for the month from the 330 Grant. Current visit counts continue to trend up as well. Immunization visits have increased this year when comparing August 2019 to August 2018. Medical visits have also increased. Comparing July 2019 to August 2019, the number of dental visits were down and can be contributed to staffing changes and vacation days.

AR has increased to a 60 day average. I have the data to explain this slight increase and plan to discuss this further during the finance committee meeting prior to the board meeting. I plan to share this discussion with the Co-Applicant board as well. Without going into detail, the increase in AR is due to some of the newer providers not be credentialed which doesn't allow for claims to process. Please know that we are watching this number and other fiscal-related numbers to perform diligently.

Our Dentist is requesting a change in his hours worked, moving from 4, 9-hour days with a half day on Friday to 5, 8-hour days. He remains at 40 hours a week. We will not need to perform a change-in-scope request since our Licensed Chemical Dependency Counselor III still starts his day at 7:30am. The center remains open with access to care from 7:30 am to 5:00 pm daily. Our late clinic one night

per month on the 3rd Tuesday will also remain. We have not had a medical provider here historically and now the dentist does not want to observe late hours mostly due to not having patients either schedule or do not show to their appointments. The center remains open for this one late night per month for immunizations services. As our center expands and we employ more providers, our hours of operation will be examined and discussed as we must be providing as many after normal hour services as this center can sustain.

I have been investigating a new patient engagement platform with some of our administration staff. This electronic platform, known as Luma Health, can integrate with our current electronic health record. Luma Health will reduce no-show rates, can interact with patients via texting to reschedule appointments, and can send out message campaigns to help with patients being informed of milestone appointments forthcoming.

An update on the Danville clinic is pending.

We still await a Notice of Award (NOA) on the competitive Oral Health Infrastructure grant. This grant provides up to \$300,000. A Notice of Award will be known on or before September 30, 2019.

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

- **The Shutterfly book of WIC clients promoting breastfeeding was shared with the Board**

Caseload was *decreased* by 15 for August, at 945, from the previous month of July, at 960. The week of the fair and the start of school typically affect our show-rate. Referrals included 5 to the Baby and Me Smoking Cessation program and 35 to the CHC (33 referrals were for children and 2 for prenatal).

48 of the 314 infants (nearly 15.2%) currently receiving WIC benefits are certified with a risk code designated as “born early” (currently includes infants born less than or equal to 37 weeks gestation). Beginning 9/22/19 this risk code definition changes to include infants born less than or equal to **39 weeks gestation**. Five of 80 prenatal participants are 17 years old or less (6.25%).

WIC staff visited the Mount Vernon Famers’ Market every Saturday in August during the peak harvest time. Redemption rates available to far in include:

June: \$115.00

July \$260.00

August: \$405.00 not including the final weekend

Lillian Collins’ (WIC BF Coordinator) Report:

August was breastfeeding awareness month. (BAM) We participated in the Global Big Latch On. This is a worldwide event where women breastfeed their babies at the same time. This was our 4th year of participation. The event was held in the gym of the New Hope Early Education Center. The event was organized by the Breastfeeding Network of Knox County, which includes KCHD, KCH, Starting Point, Help Me Grow, Coshocton Co WIC, and local Mom Hannah Kuhn. At the Latch On we had 35 attendees. This included nursing Moms, family members, and members of the Breastfeeding network. We promoted a culture of celebration and support for our local breastfeeding Moms. We provided light refreshments, and breastfeeding items such as nursing bras, camis, and scarves (covers). The Mt Vernon News was also there to cover the event. BAM activities continued through August with “life-sized” nursing Mother “cut-outs” displayed in the KCHD lobby. A Shutterfly book of our beautiful breastfed baby pictures is in the works, to be displayed in local area doctors and agency offices.

ADMINISTRATIVE SERVICES & OPERATIONS- Zach Green, Interim Director

Public Health Emergency Preparedness (PHEP)

The continuity of operations workbook and a pandemic flu response plan has been the primary focus in the PHEP grant over the past month. As the five year grant cycle begins, the exercise expectation is to conduct a series of pandemic flu functional and full scale exercises over the duration of the grant cycle. In addition, a site security checklist has been initiated with Knox Community Hospital to ensure their Point of Distribution and cold chain management capabilities are sustainable in the event of a large scale event or outbreak. The Central Ohio Trauma System (COTS) has contracted with our PHEP planner to ensure the site security checklist is conducted to the fullest capability.

Facility/Maintenance

The front lobby area and south rear employee entrance flooring was replaced due to cracked ceramic and VCT flooring. In addition, received a quote from Fast Eddy's to remove landscaping that is no longer desired based on age and appearance. Due to the unknown on how long KCHD will be located at this facility, the decision was made not to replace the removed items. As we are patiently waiting a response from Siemens, Jeff Harris set a phone conversation with Stonehenge Capital Company that has a funding pool available for rural area development. At this time, just a preliminary conversation took place and more information to follow once detailed report of desired capital needs becomes available. The Danville site has been outfitted with a safe and all the dispensers have adequate refills.

Fiscal

The credit card terminal system with Worldpay is no longer an option as legal counsel advised they cannot sign off on the revised addendums and agreement language proposed. Therefore, a new vendor agreement from TSYS has been sought out and is now pending legal review. TSYS is well known with working with Federally Qualified Health Centers across the nation and was recommended by the ECW consultant that has been onsite. Lastly, the finance committee met on September 11th and the contract with ComDoc was an item of discussion. At this time, a scheduled meeting to discuss the overage cost and re-evaluating the usage per copier/printer will be discussed. As the trans folds, more information will follow.

Fiscal Coordinator Report – Katie Hunter

August 2019 Budget Summary

- Revenue: Year-to-date revenue -- \$3,934,774.77 – 61% of estimated revenue collected
- Expenditures: Year to date expenditures – \$3,628,835.49 – 56% 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

- August, 2019 Cash Balance: \$2,004,569 – up \$305,939 since January 1, 2019 (↑15%)
- August 31, 2018 Cash Balance: \$2,124,377
- August 31, 2017 Cash Balance: \$2,042,509

General Fund

- Revenue received year-to-date -- \$1,508,438 (86% of estimated revenue)
- Expenditures year-to-date -- \$1,160,463 (59% of estimated expenses)
- January 1, 2019 Cash Balance: \$682,716
- August 31, 2019 Cash Balance: \$1,030,690– up \$347,974 since January 1, 2019 (↑34%)
- August 31, 2018 Cash Balance: \$1,100,023
- August 31, 2017 Cash Balance: \$1,006,233

Environmental Health Restricted Funds

- Revenue received year-to-date -- \$286,611 (74% of estimated revenue)
- Expenditures year-to-date -- \$268,226 (67% of estimated expenses)
- January 1, 2019 Cash Balance: \$20,640
- August 31, 2019 Cash Balance: \$ 39,025 – up \$18,385 since January 1, 2019 (↑47%)
- August 31, 2018 Cash Balance: \$82,439
- August 31, 2017 Cash Balance: \$105,350

Special Revenue Funds

- Revenue received year-to-date -- \$307,727 (61% of estimated revenue)
- Expenditures year-to-date -- \$289,311 (59% of estimated expenses)
- January 1, 2019 Cash Balance: \$806,217
- August 31, 2019 Cash Balance: \$824,632 – up \$18,415 since January 1, 2019 (↑2%)
- August 31, 2018 Cash Balance: \$806,876
- August 31, 2017 Cash Balance: \$690,869

Grant Funds

- Revenue received year-to-date -- \$1,831,996 (50% of estimated revenue)
- Expenditures year-to-date -- \$1,910,833 (55% of estimated expenses)
- January 1, 2019 Cash Balance: \$189,057
- August 31, 2019 Cash Balance: \$110,220– down \$78,837 since January 1, 2019 (↓71%)
- August 31, 2018 Cash Balance: \$135,036
- August 31, 2017 Cash Balance: \$240,055

Notes to 2019 Budget Summary

❖ **General Fund**

- We received \$10,484 for Birth and Death Certificates, \$8,540 for CMH, \$9,064.22 MAC Program, and \$6,770.82 for the CCI Grant.

❖ **Environmental Health Restricted Funds**

- Sewage fund revenue from permits and site evaluations was \$10,485.

❖ **Grant Funds**

- Community Health Center fund project income was \$112,783.28 and \$56,053.14 in grant monies. Drug Free Communities grant \$14,700.45 Creating Healthy Communities grant \$18,207.34 and WIC Grant \$22,846.62, and MCH Grant \$6,601.16.

HUMAN RESOURCES – Joyce Frazee, Human Resource Supervisor

- LISW position has been filled. New employee Stacy Gilley starts Nov 4
- Interviews for the Patient Care navigator position continue

No written report.

3.3. Health Commissioner

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

- The AOHC fall conference was one of the better ones
- Julie completed her one year term as AOHC president, this next year she will hold the past president title

- **Plans to continue to attend public affairs meetings**
- **Testified to House regarding PHN home visiting reimbursement through Medicaid**
- **Reviewing waiver forms to identify true reason for non-vaccinators**
- **Knox Health Planning Partners (KHPP) was awarded the 2019 Knox County Wellness and Recovery Champion award from the Mental Health & Recovery for Licking and Knox Counties board in recognition of their leadership in increasing public awareness of the impact of addiction and mental health issues in our community**
- **Received the 2019 Knox County Wellness and Recovery Champion award from the Mental Health & Recovery for Licking and Knox Counties board in recognition of her leadership in increasing public awareness of the impact of addiction and mental health issues in our community and her role in the Community Health Center**

I am off to the AOHC fall conference this week and will be out of the office Mon. thru Weds. I will look forward to seeing some employees and Board members at the conference. I always look forward to this conference for networking and learning however, this year is even more special since I will relinquish the Presidency of the Association. I am looking forward to having Fridays available for in office work - something I haven't had in a while and for not having to travel to Columbus as much.

- I was asked by ODH Director Acton, to accompany she and her team to meet with the Governor on funding for public health in Ohio tomorrow, Monday, 9/16. I am honored that she asked and tremendously encouraged that the Governor's office will sit at the table to discuss this important issue
- Carmen has been working with my support and guidance, our annual report to the Public Health Accreditation Board at the end of this month. Carmen has done a wonderful job of describing how far we have come in the areas of data collection & analysis, performance management, and quality improvement. We will be sure to share a copy of that report with you
- I was honored to attend as a representative of a rural county and Ohio public health regarding new funding coming to our county schools. The Student Wellness and Success funding will be received by our local schools to assist them in continuing or building programs that improve the educational outcomes and wellness of our students. The schools must work with community partners and a list of those partners has been "dictated" to them. One of the partners is local public health. Prior to the meeting I attended, I had knowledge of the funding and reached out to each of our local school superintendents to offer our support and assistance in implementing this programming. I have heard from each school and will wait while each of them develops their plan to address
- Nate and I met with the City Engineer and his IT specialist to discuss a potential partnership on GIS mapping. The Engineer's office already has the software program and applications and feels that we as a community partner may be able to obtain a license to use the program to assist us in mapping sewer, water or other. Nate and the Engineer's office will be working on this and we should hear more in the near future
- I have no updates as of today on the Siemen's property. I have calls into the broker. I will let you know if I hear of anything. Zach and I are moving forward with some other planning and I will be asking those of you on the Board who have indicated interest in helping with facilities planning to meet sometime the first part of October.
- Zach, Stacey and Katie are assimilating to their new roles. They are each having their own challenges, which can be expected, but overall I feel things are going well. Zach, Katie and I met with the Board Finance Committee and had good dialogue about the current and future status of our budget. The Finance Committee is becoming the committee I had hoped it would - asking questions, making recommendations and supporting the employees working hard to ensure our financial stability
- I am happy to tell you once again that our agency was named a "United Way Campaign Corporate Pacesetter". 100% of our employees contributed to the campaign and we did this

by September 5th - prior to the campaign beginning. I did incentivize the employees a bit, although I think we would have done it anyway, by offering to buy a pizza lunch for everyone and promising to wear Ohio State gear for one day...yes, I am NOT an OSU fan. I will take one for the KCHD team as well as United Way though.

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 AUGUST 31, 2019							
FUND NAME	JAN. 1, 2019 BALANCE	AUGUST REVENUE	YEAR-TO-DATE REVENUE	AUGUST EXPEND.	YEAR-TO-DATE EXPEND.	AUGUST 31, 2019 BALANCE	
District Health Fund							
801 - District Health Fund*	682,715.71	50,068.06	1,508,438.61	141,188.13	1,160,463.41	1,030,690.91	
Environmental Health Restricted Funds							
805 - Swimming Pool Fund	5,210.27	0.00	9,277.62	2,723.41	12,083.71	2,404.18	
806 - Food Service Fund	2,809.73	1,400.00	148,842.10	18,926.57	130,814.60	20,837.23	
807 - Private Water Fund	1,344.55	5,484.21	49,250.46	7,710.35	46,904.66	3,690.35	
809 - Sewage Program Fund	11,211.24	10,485.00	71,557.55	13,194.62	71,658.94	11,109.85	
810 - RV Park/Camp Fund	64.22	1,000.00	7,684.14	1,240.72	6,764.95	983.41	
Subtotal	20,640.01	18,369.21	286,611.87	43,795.68	268,226.88	39,025.02	
Special Revenue Funds							
803 - Home Health Fund	797,774.23	0.00	279,078.11	43,106.54	265,599.79	811,342.64	
819 - Solid Waste Fund	8,443.03	0.00	28,649.25	2,435.21	23,801.96	13,290.32	
Subtotal	806,217.26	0.00	307,727.36	45,541.75	289,311.66	824,632.96	
Grant Funds							
806 - WIC Grant Fund FY Oct. 1 - Sept. 31	773.50	22,846.62	195,553.62	31,704.74	194,449.81	1,877.31	
811 - Creating Healthy Com Grant FY JAN. 1 - DEC. 31	26,748.03	18,207.34	75,720.10	9,680.49	66,861.96	35,606.17	
812 - PHEP Grant Fund FY July 1 - June 30	3,125.83	0.00	55,662.62	7,312.62	41,859.06	16,929.39	
813 - MCH/MQ2 Grant Fund FY Oct. 1 - Sept. 30	70,991.69	6,601.16	14,820.61	12,405.65	36,153.60	49,658.70	
814 - Community Health Center Grant FY April 1 - Mar 31	82,365.59	168,876.42	1,413,665.09	230,161.27	1,494,005.12	2,025.56	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	5,052.50	14,700.45	76,574.89	15,010.33	77,504.01	4,123.38	
Subtotal	189,057.14	231,231.99	1,831,996.93	312,275.10	1,910,833.56	110,220.51	
TOTAL ALL FUNDS	1,696,630.12	299,669.26	3,934,774.77	542,800.86	3,628,635.49	2,004,569.40	

*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 #2019-10

Jeff Harmer made a motion to approve Resolution #2019-10. Barry George, MD seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Jeff Harmer, Lee Rhoades, Barry George, MD, Diane Goodrich, Ron Moder, Joe Porter and Amanda Rogers, DVM: in the negative; none. The motion was approved.

RESOLUTION #2019-10

Swimming Pool Fund

1. Transfer \$300 from 805.1510.50401 to 805.1510.50101
2. Transfer \$150 from 805.1510.50302 to 805.1510.50103

WIC Grant

1. Transfer \$1,000 from 808.1510.50101 to 808.1510.50201
2. Transfer \$390 from 808.1510.50302 to 808.1510.50201
3. Transfer \$100 from 808.1510.50307 to 808.1510.50201
4. Transfer \$500 from 808.1510.50401 to 808.1510.50201
5. Transfer \$200 from 808.1510.50102 to 808.1510.50201

6. Transfer \$200 from 808.1510.50328 to 808.1510.50201

Sewage Fund

1. Transfer \$1,000 from 809.1510.50501 to 809.1510.50401

2. Transfer \$500 from 809.1510.50201 to 809.1510.50103

Maternal and Child Health Grant

1. Transfer \$3,000 from 813.1510.50101 to 813.1510.50201

2. Transfer \$4,000 from 813.1510.50307 to 813.1510.50201

3. Transfer \$800 from 813.1510.50106 to 813.1510.50201

4. Transfer \$1,700 from 813.1510.50106 to 813.1510.50501

Drug Free Communities Grant

1. Transfer \$1,500 from 830.1510.50302 to 830.1510.50201

General Fund

1. Advance \$10,000 from 801.1510.50602 to 808.1510.41101

4.2. Personnel - None

4.3. Contracts

4.3.1. Approval to terminate Anna-marie Magers contract, effective June 17, 2019.

Barry George, MD made a motion to terminate Anna-marie Magers contract, effective June 17, 2019. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

4.3.2. Approve amendment of contract with Laura MacDonald, CPA, Inc. to reflect the appropriate amount of professional liability insurance of \$500,000 instead of \$1 million.

Amanda Rogers, DVM made a motion to approve amendment of contract with Laura MacDonald, CPA, Inc. to reflect the appropriate amount of professional liability insurance of \$500,000 instead of \$1 million. Ron Moder seconded the motion; in the negative: none. The motion was approved.

4.4. Board Approvals

4.4.1. Approval to submit a Change in Scope to bring the Danville Health Center into scope of practice for the Knox County Community Health Center.

Jeff Harmer made a motion to approve the submission of Change in Scope to bring the Danville Health Center into scope of practice for the Knox County Community Health Center. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.4.2. Approve Basic Communication Plan.

Jeff Harmer made a motion to approve Basic Communication Plan. Joe Porter seconded the motion; in the negative: none. The motion was approved.

4.4.3. Approve Social Media Policies & Procedures.

Jeff Harmer made a motion to approve Social Media Policies & Procedures. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

4.4.4. Approval of Knox County Health Department Household Sewage Treatment System (HSTS) Operation and Maintenance Program (O&M)

Jeff Harmer made a motion to amend the motion to include an effective date of January 1, 2020. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

Amanda Rogers, DVM made a motion to approve the Knox County Health Department Household Sewage Treatment System (HSTS) Operation and Maintenance Program (O&M). Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

4.4.5. Approval of KCHD private water system policy/procedure.

Barry George, MD made a motion to approve KCHD private water system policy/procedure Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

4.4.6. Approval KCHD HIPAA policy.

Jeff Harmer made a motion to approve KCHD HIPAA policy. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

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

Health Commissioner and CHC CEO approved/signed the following:

- MOA with the Ohio Association of Community Health Centers (OACHC) to participate in the Health Center Controlled Network Program, effective August 1, 2019 through July 31, 2022.
- Business service contract with New Directions to assist in the coordination and implementation of TAC (Teen Advisory Council) and its programs throughout Knox County, with a maximum rate of \$5,075, effective October 1, 2019 to September 30, 2020.
- Renewed contract with One Call Now for telephone message delivery services for WIC clients, effective October 2019 through September 30, 2020; maximum fee \$692.01, paid with WIC grant funds.
- Renewed contract with Behavioral Healthcare Partners of Ohio for behavioral health and counseling services at the Knox County Community Health Center with a yearly maximum of \$30,000, effective October 1, 2019 through September 30, 2020.

5. Executive Session

At 7:18 p.m. Jeff Harmer made a motion to enter into executive session for the purpose of legal discussion. Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Jeff Harmer, Lee Rhoades, Barry George, MD, Diane Goodrich, Ron Moder, Joe Porter and Amanda Rogers, DVM: in the negative; none. The motion was approved

At 7:48 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, Lee Rhoades, Barry George, MD, Diane Goodrich, Ron Moder, Joe Porter 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. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

The Board meeting adjourned at 7:50 p.m.



Eric Siekkinen, RPh
Board President



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