

The Knox County Community Health Center Co-Applicant board finance committee meeting was at the Knox Public Health conference room and Zoom. The following were in attendance:

Board Members:	Knox County Public Health / Health Center:
Hawkins, Todd, Treasurer	Green, Zach, Health Commissioner
Lenthe, Jim	Hunter, Katie, Fiscal Director
Tazewell, Peg, Secretary	Anggie Khalil, Executive Admin Assistant
	Mantel, Shanea, Admin Assistant
Absent:	Guests:

1. Convention

1.1. Call to Order

The meeting was called to order by Treasurer, Todd Hawkins, at 10:53 a.m.

1.2. Acceptance of Agenda

Jim Lenthe made a motion to accept the agenda. Peg Tazewell seconded the motion: in the negative; none. The motion was approved.

1.3. Approval of the July 17, 2024, 2nd QT 2024 Minutes

Peg Tazewell made a motion to approve the July 17, 2024, 2nd QT 2024 minutes. Jim Lenthe seconded the motion: in the negative; none. The motion was approved.

2. Finance Reports

- Health Center Grant Report
 - Shanea Mantel report that expenses are on target except for equipment. Malpractice is above target. Contract services are a little high but will continue to keep an eye on it. Principal and Interest are done for the year.
- Cash Flow Projection
 - Zach Green reported there is an increase for FY25/26 for the CEO line item. Zach stated he has no interest in brining in an interim CEO.
 - Peg Tazewell asked if we have a formal process to approve funds between line items? Katie Hunter stated there is a transfer form that Zach approved and signs that goes to the auditor’s office.
 - Jim Lenthe asked how many different places can you look for grant opportunities? Shanea stated she receives emails for different grant opportunities. Zach reported that we have a team of 3 that looks for grants outside of HRSA. We don’t have a great resource in our community for grants.

- Grant Funds Process
 - Peg Tazewell had asked about the government possibly making cuts. Zach Green stated that we would backfill and cut service contracts. Todd Hawkins asked if we need to spend some time and energy to somewhat prepare for planning cuts? Zach stated we would streamline and possibly cut full-time employees to 37 hrs per week.
- Variance Report
 - Zach Greene reported that have approximately 3.5 months cash on hand. APM payment expected between now and March 2025.
- Statement of Earnings
 - Statement of Earnings report cut off the admin house and totals. Shanea emailed a new statement of earnings report.
 - Jim Lenthe asked how we decreased our expenses. Shanea reported that immunization report bought the month prior. Todd Hawkins asked if we have seen a decrease in flu immunizations. Zach Green responded, "Yes". He stated we have seen a decrease since 2015. We have purchased 1800 vaccines and we have about 1,100 after completing all flu clinics. Peg Tazewell asked if some organizations would possibly stop purchasing the vaccines due to low numbers? Zach stated our window of people getting flu shots at this point has diminished.
- Historical Aging Report
 - Shanea reported that she would like to change facility to payer next year. Zach stated that would identify if there is a payer issue. Shanea reported that she is working on getting negative credit of the report.

3. CEO Report

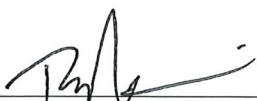
In addition to the written report Lane Belangia, CEO reported:

- Zach reported that we have the opportunity to onboard a fulltime Chief Medical Officer. It will be a financial hit. Currently we have Dr. Martinson, our current Chief Medical Officer 8 hours per week. Dr. Rodway would be income producing. Hiring a full time CMO in a position that has never been. Todd Hawkins if we should wait wait on it to see if there are cuts a government level. Zach reported that there is an option to sit on it but it is not in our best interest.

4. Adjournment

Having no further business Jim Lenthe made the motion to adjourn the meeting. Peg Tazewell seconded the motion; in the negative: none. The motion was passed

The meeting adjourned at 11:23a.m.



Todd Hawkins, Treasurer



Peg Tazewell, Secretary