

The Knox County Community Health Center Co-Applicant Board meeting was held at the Knox Public Health building and on a Zoom online platform. The following were in attendance:

<b>Board Members:</b>	<b>Knox County Public Health / Health Center:</b>
Jay Nixon, President	Lane Belangia, CEO
Peg Tazewell, Secretary	Zach Green, Health Commissioner
Bruce White	Deanar Sylvester, Clinical Director
Jim Lenthe	Nicole Lybarger, Admin Assistant
Jeff Laughlin	Shanea Mantel, Financial Analyst
Kelly Bailey	Stacy Gilly, Behavioral Health Supervisor
Lori Jones-Perkins	Ron Martinson, MD
	Nan Snyder, QI/QA Coordinator/ Data Manager
	Katie Hunter, Fiscal Director
<b>Absent:</b>	Pam Palm
Linda Hillier	<b>Absent:</b>
Mike Wythe, Pro-Tem	Jessica West, Dental Supervisor
Patricia Burdette	
Todd Hawkins, Treasurer	
<b>Guest:</b>	
Deb Garee	

## 1. Convention

### 1.1. Call to Order

The meeting was called to order by President, Jay Nixon at 11:32 a.m

### Amend the Agenda

Jay Nixon made a motion to amend the agenda, striking board information- non-action item 4.4.2 from the agenda. Lori Jones-Perkins seconded the motion; in the negative: none. The motion was approved, and the agenda was amended.

### 1.2. Acceptance of Agenda

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

### 1.3. Approval of May 18, 2023 Board Minutes

Peg Tazewell made a motion to approve May 18, 2023, KCCHC Board Minutes. Lori Jones-Perkins seconded the motion; Discussion; in the negative, none. The motion was approved.

### 1.4. Public Participation, Deb Garee UCLA Loneliness Scale Presentation

1.4.1. Deb Garee, CNP, gave thanks to Deanar Sylvester and Nan Snyder. She informed the Co-Applicant Board that they assisted her with this presentation, are good leaders, and look forward to continuing working with them.

1.4.2. For additional information, see Attachment 1- [Loneliness Project Results Presentation](#)

### 1.5. Employee Participation, Pam Palm, Marketing and Communications Director/PIO

Lane Belangia informed the Co-Applicant Board that Pam Palm is retiring on Friday, 6/30. She has been with Knox Public Health for 25+ years.

Pam Palm said she appreciated the work and support the Co-Applicant Board does for Knox County Community Health Center. She was an original attendee when the Co-Applicant Board was created and regularly attended the meetings until Alayna Mowry came to Knox Public Health.

m Palm continued to say that the KCCHC is a huge advantage for Knox County, and working with the Co-Applicant Board was great. Her mom (and other family members) was a KCCHC patient and an advocate for the health center. She may have yet to get everything she wanted to be done for KPH. But she was happy with the realization of what she got done.

Mr. [Name] said he thanked Pam Palm for her service, and she responded by stating that she felt fortunate to be a part of KPH and KCCHC.

### Special Reports (written reports provided)

- Quality Improvement - Nan Snyder- To Be named Director of Quality
  - o For additional information, see Attachment 2 - [QI Data Report](#)
- Clinical - Deanar Sylvester
  - o For additional information, see Attachment 3 - [Clinical Report I](#)
- Dental - Jessica West
- Behavioral Health - Stacy Gilley
  - o For additional information, see Attachment 4 - [Behavioral Health Report I](#)
- Finance - Shanea Mantel

Shanea Mantel stated that the Medicaid issues were noticeable in May because Medicaid Wrap payments received were \$5,937.54, but the service fee income was up 30%.

Discussion: Bruce White asked Shanea Mantel if the pyramids hadn't changed. Shanea Mantel informed him that was correct. Bruce White stated that Knox Community Hospital is having the same problem. Medicaid's new system and process are affecting everyone. Nan Snyder informed the Co-Applicant Board that KCCHC would not know what patients have Medicaid and who have lost it.

- o For additional information, see Attachment 5 - [Finance Report](#)
- o For additional information, see Attachment 6 - [May 23 22 Year over Year Report](#)
- o For additional information, see Attachment 7 - [Revenue & Expense Report- May 2023](#)
- o For additional information, see Attachment 8- [Historical Aging Report- May 2023](#)
- CEO - Lane Belangia (Verbal)



- o Lane Belangia informed the Co-Applicant Board that Pam Palm told him a few years ago that she liked this specific board and thought it was fun as well as a great support for the community. She and her years of knowledge will be missed and hard to replace.
- o CEO Evaluation 2022-2023
  - Lane Belangia informed the Co-Applicant Board Members that the Personnel Committee met approximately a week ago. The purpose of this committee is to perform the CEO Evaluation and Assessment of the CEO's performance (including the hiring and terminating). The Personnel Committee is using the same assessment tool similar to last year. The CEO's assessment is almost completed, and Lane Belangia will provide an update in July.
- o Co-Applicant Board- New Consumer Member
  - Lane Belangia informed the board members that Pat Burdette would no longer participate as a Consumer Member of the Co-Applicant Board. Lane Belangia will be searching for a replacement due to Pat having difficulty attending meetings. The goal for 11 active members is still the desired count for board members, with 51% or more representing the consumer or patient voice. He is looking to recruit a new member in the Danville area because of the health center's presence there with two clinics.
- o Medical Leave
  - Lane Belangia will go on medical leave effective Wednesday, 6/28, tentatively returning on Monday, 7/17.
  - The KCCHC Directors and Zach Green will be the primary contacts during this time.
- o Co-Applicant Board Meeting in July
  - Lane Belangia informed the Co-Applicant Board that the July Co-Applicant Board meeting is at risk of being an informational meeting due to the expected low attendance. He asked the board to please RSVP in order for the board to have a quorum. If a quorum is not present for the meeting the following month's meeting will be longer than usual.
- o For additional information, see Attachment 9 - [CEO Report](#)
- Spotlight- Alayna Mowry
  - o For additional information, see Attachment 10- [Marketing Presentation](#)

### 3. New Business

#### 3.1. Finance

##### 3.1.1. Income and Expenses

Jim Lenthe made a motion to approve the Income and Expenses for May 2023. Bruce White seconded the motion; in the negative: none. The motion was approved.

#### 3.2. Contracts

- 3.2.1. Approval of the Contract with Melissa Meier, DDS for dentist services within the Knox County Community Health Center, effective June 28, 2023 through June 30, 2024 with a monetary value of \$106.35/hour not to exceed \$90,000.00/year.

Discussion: Lane Belangia informed the Co-Applicant Board that the \$106.35 would be the cost if KCCHC hired Dr. Meier internally. Therefore the rate is fair market value

Peg Tazewell made a motion to accept the Approval of the Contract with Melissa Meier, DDS for dentist services within the Knox County Community Health Center, effective June 28, 2023 through June 30, 2024 with a monetary value of \$106.35/hour not to exceed \$90,000.00/year. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

- 3.2.2. Recommend approval of Medline Industries Inc. for the purchasing of medical supplies effective June 21st 2023, agreement runs conterminously with OSHN agreement and supersede prior Medline agreement.

Discussion, Lane Belangia informed the board, future agreements which operate through the OSHN contract will not be brought to the board for approval they will be noted under Health Commissioner and CEO have signed.

Jim Lenthe made a motion to accept the recommended approval of Medline Industries Inc. for the purchasing of medical supplies effective June 21st 2023, agreement runs conterminously with OSHN agreement and supersede prior Medline agreement. Lori Jones Perkins seconded the motion; in the negative: none. The motion was approved.

#### **4. Board Approvals**

- 4.1. Motion approving KCCHC's ability to participate in OACHC's Accountable Care Organization (ACO), (Ohio's health centers, acting through the Ohio Association of Community Health Centers,

Inc.) ("OACHC"), for established ACO to participate in the Medicare Shared Savings Program, effective January 1st 2024.

Discussion: Lane Belanga discussed the new opportunity being developed by the OACHC allowing all FQHCs to participate in a newly forming shared savings plan producing enhanced revenue for treatment of Medicare Patients in the center. This application agreement begins in 2024 and is active for 5 years with a no risk out clause at any time.

Jim Lenthe made a motion to accept the motion approving KCCHC's ability to participate in OACHC's Accountable Care Organization (ACO), (Ohio's health centers, acting through the Ohio Association of Community Health Centers, Inc.) ("OACHC"), for established ACO to participate in the Medicare Shared Savings Program, effective January 1st 2024. Lori Jones Perkins seconded the motion; in the negative: none. The motion was approved.

- 4.2. Accept NOA H8GC47963-01-01 in the amount of \$27,500.00 for the intent to increase access to, confidence in, and demand for updated COVID-19 vaccines through December 31,2023.

Discussion: Lane Belangia informed the Co-Applicant Board Members this is the last of the Federal Covid funds. The amount received is based on the Health Center's patient population and it is intended to promote Covid vaccine, increase Covid education, and confidence in receiving the vaccine in Knox County.

President Jay Nixon asked if the Co-Applicant Board should approve the amount. Lane Belangia informed him that the dollar amount was already accounted for and budgeted, waiting on HRSA budget approval.

Jim Lenthe made a motion to Accept NOA H8GC47963-01-01 in the amount of \$27,500.00 for the intent to increase access to, confidence in, and demand for updated COVID-19 vaccines through December 31,2023. Jeff Laughlin seconded the motion; in the negative: none. The motion was approved.



- 4.3. Approve the temporary privileges for Melissa Meier, DDS to practice within the Knox County Community Health Center as a dentist, effective June 28, 2023 through September 1, 2023.

Peg Tazewell made a motion to approve the temporary privileges for Melissa Meier, DDS to practice within the Knox County Community Health Center as a dentist, effective June 28, 2023 through September 1, 2023. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

- 4.4. Approve the re-credentialing and re-privileging to practice in the Knox County Community Health Center for the following Licensed Independent Providers effective July 1, 2023 through July 1, 2025.

4.4.1. Lindsey Gilkey, APRN-CNP

~~4.4.2. Rodney Beckett, DMD~~

4.4.3. Lauren Sanders, LSW (Licensed Social Worker)

Discussion: Lane Belangia informed the Co-Applicant Board Members he and Bruce White discussed that board members could be implicated in lawsuits if providers were wrongfully granted privileges without documentation. In the next set of board documents, the Co-Applicant Board members will receive a checklist to confirm the proper documentation has been accounted for before making the decision to approve such credentialing and privileging decisions in the future. This is a process improvement opportunity for the board, in order to better educate, comply with, and improve our compliance and governance.. This new process will inform the board members that KCCHC has properly vetted the providers. Thanks, Bruce, for the recommendation and discussion leading to this new process..

Lori Jones Perkins made a motion to approve the re-credentialing and re-privileging for Lindsey Gilkey, APRN-CNP and Lauren Sanders, LSW (Licensed Social Worker) to practice in the Knox County Community Health Center effective July 1, 2023 through July 1, 2025. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

**5. CEO has signed:**

- 5.1. Personal Service Contract with Amy Schuman, RDH, for dental hygienist services within the Knox County Community Health Center, effective July 1, 2023 through June 30, 2024 with a monetary value of \$40/hour not to exceed \$30,000/year.
- 5.2. Extension of Professional Service Agreement between Wood County General Health District and Knox County District Board of Health for the provision of a Registered Dental Hygienist for one year ending February 16, 2024.

Discussion: President Jay Nixon asked who was giving the hygienist. Lane Belangia informed him that KCCHC is providing the dental hygienist to Wood County.

- 5.3. Board to note NOA H80CS30716-07-01 for project period ending March 31st 2023 has been received.

Discussion: Lane Belangia informed the Co-Applicant Board Members that this is nonmonetary. It is the primary KCCHC grant for 2020-2023. There were no grant conditions or logistics from an HRSA perspective.

**6. Board Information Non-Action Items- None**

**7. Knox Public Health Update (Zach Green)**

**7.1. Facilities:**

**7.1.1. Strang Glass Shop**

- The request for bids is live and will be read prior to the Board of Health's meeting in June. The Board of Health should vote on it at the June meeting, and construction can start in the next 45 days due to the active permits. The estimated cost is around \$1M for the 4,000-square-foot space. Zach Green reminded the Co-Applicant Board that Medicaid still owes KCCHC \$1M. He reconfirmed that Simona Moore's Clinic lease was up in December 2023. The Moore Family Clinic will be able to relocate to the Strang Building. And if not, KCCHC will need to discuss staying in the building monthly due to items being out of his control, such as the supply chain regarding building materials.

Discussion: Jim Lenthe asked if any drawings or game plans came up with the \$1M. Zach Green informed Jim Lenthe that KPH did have architectural drawings completed, estimated to be about \$950,000, not including the change orders.



7.1.2. The Danville Medical Center

- The Co-Applicant Board is welcome to tour the new Danville Medical Center on Monday, 6/26, which is a moving day.
- Tuesday, 6/27, is the official opening of the new Danville Medical Center.

7.1.3. Main Location

- The Behavioral Health department had an office shortage and will take over Zach Green's office. This will decrease the number of 45 people on their waitlist.
- Zach Green's office is yet to be determined.

7.1.4. Strang Administration House

- KPH is currently awaiting access control, new doors, and additional security.

7.2. Zach Green gave thanks to the Marketing Team. He informed the Co-Applicant Board that he greatly appreciated all Pam Palm and Alayna Mowry has done for Knox Public Health and Knox County Community Center.

**8. Adjournment**

Having no further business Jim Lenthe made a motion to adjourn the meeting. Lori Jones Perkins seconded the motion; in the negative: none. The motion was approved.

The meeting adjourned at 12:31 p.m.

  
Jay Nixon, President

  
Peg Tazewell, Secretary

