

The Board of Health of the Knox County Health District held a special 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
Lee Rhoades	Nate Overholt, EH Director
Barb Brenneman	Lane Belangia, CHC CEO
Dr. Amanda Rogers, DVM	Joyce Frazee, HR Supervisor
Barry George, MD	
Ronald Moder	
Diane Goodrich	
<b>ABSENT</b>	<b>GUESTS</b>
Zach Green, Operations Supervisor	Larry DiGiovanni, Mount Vernon News
Cyndie Miller, RD, WIC Director	Grant Pepper, Knox Pages
Stacey Robinson, Fiscal Supervisor	David Pacetti

**1. Convention**

**1.1. Call to Order**

Eric Siekkinen called the meeting to order at 6:00 p.m.

**1.2. Acceptance of Agenda**

Jeff Harmer made a motion to accept the agenda. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

**1.3. Approval of the minutes for, April 24, 2019 Board of Health meeting.**

The minutes of the regular meeting held, April 24, 2019 were reviewed and accepted. Jeff Harmer made a motion to approve the minutes. Barb Brenneman seconded the motion.

Lee Rhoades made a motion to amend the minutes to include Ron Moder’s name to the roll call list; section 4.1.2. Transfer/cash Advances – Resolution 2019-04. 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. Ron Moder seconded the motion; in the negative: none. The motion was approved.

**FUND****AMOUNT****MAY 2019**

801 - General Fund	28,954.59
803 - Home Health Fund	942.87
805 - Swimming Pool Fund	1,132.95
806 - Food Service Fund	724.06
807 - Private Water Fund	844.07
808 - WIC Grant	680.27
809 - Sewage Program Fund	1,918.69
810 - RV Park/Camp Fund	1,211.54
811 - Creating Healthy Communities Grant	90.98
812 - Public Hlth Emergency Preparedness Grant	234.83
813 - MCH/CFHS Grant	217.95
814 - Community Health Center Grant	68,745.17
830 - Drug Free Communities	1,634.96
<b>Total</b>	<b>\$107,332.93</b>

**THEN & NOW**

801 - General Fund	7,532.72
805 - Swimming Pool Fund	1,125.00
806 - Food Service Fund	122.00
809 - Sewage Program Fund	1,457.90
810 - RV Park/Camp Fund	1,210.00
814 - Community Health Center Grant	1,069.46
819 - Solid Waste	100.00
830 - Drug Free Communities	
<b>Total</b>	<b>\$12,617.08</b>

**1.5 Public Participation**

Grant Pepper from Knox Pages introduced himself. He will be attending the meetings to cover the meetings and public health stories for the internet based news outlet.

**2. Hearings/Readings/Regulations**

**2.1. Approval for application of household sewage treatment system variance for Cindy Harris 18287 Coshocton Road, Mount Vernon, OH, Monroe Township, Parcel number 49-00233.001 to allow HSTS component less than 10 ft. from property line in order to complete work to abate a HSTS nuisance.**

Jeff Harmer made a motion to approve the application of household sewage treatment system variance for Cindy Harris 18287 Coshocton Road, Mount Vernon, OH, Monroe Township, Parcel number 49-00233.001 to allow HSTS component less than 10 ft. from property line in order to complete work to abate a HSTS nuisance. Amanda Rogers, DVM seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Rph, Jeff Harmer, Lee Rhoades, Barry George, MD, Diane Goodrich, Barb Brenneman, Ron Moder and Amanda Rogers, DVM; in the negative: none. The motion was approved.

**2.2. Approval of household sewage treatment system variance to Theodore Stygler for 1252 Rich Hill Road, Centerburg, OH 43011, Hilliar Twp. Parcel # 17-01331.005 to allow**

**installation of additional treatment lines at a shorter required lengths in order to achieve adequate square footage for effluent treatment area.**

Jeff Harmer made a motion to approve the application of household sewage treatment system variance to Theodore Stygler for 1252 Rich Hill Road, Centerburg, OH 43011, Hilliar Twp. Parcel # 17-01331.005 to allow installation of additional treatment lines at a shorter required lengths in order to achieve adequate square footage for effluent treatment area. Barb Brenneman seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Rph, Jeff Harmer, Lee Rhoades, Barry George, MD, Diane Goodrich, Barb Brenneman, Ron Moder and Amanda Rogers, DVM; in the negative: none. The motion was approved.

### **3. Special Reports**

#### **3.1. Board President**

**Eric Siekkinen attended the OAHC Combined Conference. He shared the conference was engaging especially the break-out sessions. The virtual reality application was used to show how the sewer lines were plotted in Lima, OH and the Cholera outbreak of 1854. He encouraged board members to attend next year.**

#### **3.2. Leadership Team**

### **ENVIRONMENTAL HEALTH**

**Nate:**

- **Thanked Grant Pepper from Knox Pages for article about encephalitis**

Environmental Health Director Nate Overholt has held administrative meetings with food service operation Long John Silver in Mount Vernon, and retail food establishments Troyer's of Apple Valley and SNS Petroleum in Centerburg. All of these meetings were held to discuss repeated violations and the facilities plan of action to remediate the violations and ensure compliance is achieved and maintained. Failure to abide by the Ohio Uniform Food Safety Code will result in the facilities being brought in front of the Knox County Board of Health for possible suspension or revocation of licensure.

The environmental health division will have an unpaid intern starting May 13, 2019. Her name is Mayre Newcomb and she is a Baldwin Wallace University student who is interested in pursuing Public Health as a career choice. She will be assisting in mosquito surveillance this summer, along with shadowing different areas of the health department to learn as much as possible about public health. We look forward to working with Mayre this summer.

Environmental Health Director Nate Overholt and Sanitarian-In-Training Landon Magers will be going to a training held in Toledo at the end of May on how to test for mosquito pesticide resistance. Pesticide resistance testing is becoming an important component of mosquito surveillance and control program that could eventually become a requirement in order to apply for grant monies from different agencies.

We continue to see a high volume of ticks being brought in for identification. At this time, we are seeing some American Dog Ticks, but still are seeing the majority brought in as Black-legged Deer Ticks. We will continue to educate the public on ticks and tick borne diseases that are becoming prevalent in Central Ohio and Knox County.

### **PLANNING EDUCATION & PROMOTION**

**Pam shared:**

- **Measles education and information will be released; Associated Press had an article in the Columbus Dispatch; Mount Vernon City Schools sent a letter to students enrolling into 7<sup>th</sup> and 12<sup>th</sup> grade that the school will be enforcing vaccinations for all students attending the public school**

*Amanda Rogers asked if we knew the rate of unvaccinated?  
Pam said she would look into it and try to get that answer.*

- **Pam thanked Larry DiGiovanni from the Mount Vernon News for his Tobacco 21 article in the newspaper**

Elisa Becket has submitted the FY2020 grant applications for the Maternal Child Health program (\$36,900) and Safe Communities program (\$35,000). The Memorial Day Click it or Ticket promotion kicked off on May 20 at Hometown Market in Centerburg with a seat belt check. To educate students about the dangers of distracted driving and DUI, the Safe Communities program and the Knox Substance Abuse Action Team (KSAAT) have been conducting "Prom Promise" activities at area schools.

KSAAT debuted the PSA video "Be a Parent, Not a Friend" at premiere-like event at the Woodward Opera House on April 24. The minute and a-half video was written, performed and produced by the Teen Advisory Council with technical assistance from Kokosing Valley Productions.

The spring Drug Take Back Day was a success with 138 lbs of unwanted, expired and unused medications collected.

Tina Cockrell conducted a train-the-trainer program for Hidden in Plain Sight. KSAAT now has 16 trained facilitators for the parent awareness program. Tina and other members of KSAAT presented an overview of KSAAT and Hidden in Plain Sight at the Ohio Grange State Legislative Day event (35 grangers from across Ohio attended).

Mike Whitaker reports that 16 new cessation clients have participated in the Knox Out tobacco program bringing the year's total to 59 cessation clients for 2019. For the Community Cessation Initiative (CCI), Mike, with help from Alayna Mowery and Elisa Beckett, gave a PowerPoint presentation on our work with the local LGBTQIA+ population during a state CCI meeting. As part of our grant application for United Way (\$25,000), Mike gave an overview of the cessation program to a group of community review members.

Alayna Mowry, our digital media coordinator, reports the following statistics for the month of April:  
**Facebook, overall page insights**

Total page likes = 2,108; Gained 58 new page likes (3% increase)

In comparison: Knox Community Hospital = 2,483 page likes; Knox County Park District = 1,239 page likes

**# of posts = 50; Number of paid posts = 2;**

**Amount spent on paid post boosting = \$400**

(\$200) Baby and Me Tobacco Free Program, Moms Quit for Two - ODH

(\$200) Community Cessation Initiative - ODH

**Reach (# of people who saw our posts) = 62,166 (82% increase)**

**Post Engagement (# of times likes/comments/shares/etc.) = 6,546 (103% increase)**

Main messaging was focused on Public Health Week (100 years of public health) and Distracted Driving Month.

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

- (#1) Healthy Babies Born On Time - BMTF - Boosted (10438, 115, 703)
- (#2) Spring Into Smokefree - CCI - Boosted (9211, 144, 581)
- (#3) Free diapers and wipes - BMTF (2685, 150, 81)

#### Twitter

# Tweets = 50; # Followers = 838; # Engagements = 34 (79% increase)

#### Instagram

# Posts = 37; # Followers = 166; # Engagements = 101

Tami Ruhl made several community presentations in April including: “Mindful Eating and Staying Active at Any Age” during a Brown Bag Chat at the Public Library of Mount Vernon and Knox County on April 3; Community Health Improvement Plan projects including the Community Garden, Food Access Map and Workplace Wellness for the Rotary Club on April 23. On April 15, Tami joined Susie Simpson, Knox Mobility Manager, to discuss Active Transportation during a radio program on 13WMVO. Tami shared bike lending program information, How We Roll Rides information and walking challenges report.

As part of the core committee for Harmony Playground, Tami Ruhl took place in the ribbon cutting at memorial park on April 25<sup>th</sup>. She also represented the Health Department at opening day for the Knox County trail system.

As part of the Creating Healthy Communities grant, a second workshop on Complete Streets Policy Development was held April 15. About 25 community stakeholders discussed which elements of a Complete Streets policy should be included in a plan for the city of Mount Vernon.

As part of the recognition of 100 years of Public Health in Ohio, Pam Palm made presentations for the Rotary and Kiwanis clubs.

### **COMMUNITY HEALTH CENTER**

#### **Medical and Dental Health Services**

Oral Health Grant update, our grant writer is currently compiling the data and reporting needed to begin the application process for this grant due the end of May. Funds will be designated to replace and re-furbish as much equipment as we can in our current facility. Funds are only applicable for use in our primary location and for equipment only. Notice of award will be on or before September 1, 2019.

The mental health fund available and due for submission on May 18<sup>th</sup> was completed and submitted to HRSA on May 1, 2019. Notice of award will be on or before September 1, 2019. If awarded the amount of at least \$145,000 will be added to the annual main grant bringing the total award to \$880,200 per calendar year beginning 2020.

We have begun to see claims processing for our new 340b program. Updates will be provided in the weeks to come. In addition to Conway’s Pharmacy we will begin the contracting process for Wal-Mart and Kroger’s Pharmacies to be included in the program as these are the largest two pharmacies we refer to.

New Board Member Update: Todd Hawkins from First Knox Bank has agreed to replace our open non-consumer board seat this coming July 2019, his background is fiscal and he would be eligible to also sit on the finance committee. Todd currently serves on several boards in the community and reports he likes to be involved and help where needed. He will be a visitor for this coming board meeting to observe our processes.

Julie Miller has been acting as COO to help our providers, staff and other clinicians with support daily regarding approaches to care and culture of operations for the center. She has also been working with

me to strategize our development for the vacant role of QI/QA coordinator and other key administrative staff. My time as CEO is being spent in grant writing for the three new funding opportunities, compliance items related to the grant and EMR development regarding further enhancements related to staff efficiency and support.

The push for more medical patient continues to be a high priority, while the patient count has increased from the same time period as last year the medical providers still need more patients.

Finally, Dr. Daniel Salle our new dentist starts May the 13<sup>th</sup>; we are actively filling his schedule. Look for him to visit the board next month during our scheduled meeting. I anticipate credentialing to be complete with payments for Dr. Saale being received by October 1<sup>st</sup>.

## WIC

**Caseload not available from Cognos reports at the time this report was submitted** April term reports included 27 automatic categorical terminations (7, 5 year olds; 15 postpartum moms; 5 BF moms). *Our breastfeeding initiation rate has returned to an all-time high of 69.5%!*

The number of prenatal participants who have a nutritional risk code for pregnant at a young age (less than or equal to 17 years of age) for the month of April is 4. Stats also include the number of infants born early (now designated as less than or equal to 37 weeks gestation) for the month of April as 58.

The Bulletin Board nutrition education topic is “Halt the Salt.” The sodium content of popular foods is noted on the board, along with recommendations to reduce sodium intake to 2300 mg per day and tips to do so. High sodium intakes can increase the risk of hypertension which is one of the top three chronic diseases in our county.

Planning is underway for a “Summer Safety Extravaganza” event in June including topics of bike, sun, and food safety. Other projects include completion of the WIC FY20 grant, State WIC Management Evaluation (June), Farmers’ Market plan, and preparation for the purchase of new computers for the long anticipated new WIC Certification System (August).

## EMERGENCY PREPAREDNESS & OPERATIONS

During the last month, the Public Health Emergency Preparedness (PHEP) grant has submitted all grant deliverables except two that may not but submitted until the last week of the grant cycle. The upcoming grant year will begin a new five year grant cycle and all public health capabilities will need to be evaluated either through an exercise or real world event. The central region will be holding a workshop to discuss potential mitigation efforts and to ramp up response resources knowing the measles outbreak that is currently threatening the nation.

Throughout contract hours with the local Emergency Management Agency (EMA) the three day active shooter class was conducted with over thirty first responders successfully completed the twenty-four hour training. The hazardous material annex has been updated and sent out to the Local Emergency Planning Committee for further review. The Extremely Hazardous Facilities within Knox County have been reviewed and revised according to the submitted Tier II reports.

A meeting with Licking County Health Department regarding the IT agreement was completed and both parties will continue to learn each IT infrastructure ensuring adequate response capabilities in the event of leave and/or emergencies. I have obtained additional information regarding replacing the 2014 F150 truck that is primarily used by the EH division.

I have requested to meet with the finance committee to discuss potential options and prepare a recommendation for the Board. Lastly, the janitorial company will now be conducting a thorough deep clean once a week in an assigned division/area. Based on the rotation, each division/area will receive a deep clean every eight weeks.

## ADMINISTRATIVE SERVICES & OPERATIONS

### **Fiscal Office**

No written report

## HUMAN RESOURCES

- This month the Personnel Policy Manual is on the board agenda for approval. Changes to the policy were the addition of three new programs, 1) Infant at Work 2) Telecommuting/Alternative Work Sites 3) Influenza Vaccination Policy. The policies were emailed to the board members on the Workforce Committee for review. I am awaiting feedback from them at this time.
- Also on the agenda for approval is the Blood borne Pathogen policy.
- We will be asking you to approve the hire of Jacob Booth for an open Intern position. He finished his sophomore year at Ohio University majoring in Health Services Administration/Business Administration. Jake will spend most of the summer in PEP but will have an opportunity to job shadow in all divisions.
- Elisa Beckett and I attended the Howard Twp. Trustees meeting and shared - Agency received National Public Health accreditation from PHAB; 2019-2024 agency Strategic Plan focusing on 1) Technology & Data Driven decisions 2) Sustainable Funding 3) Workforce Development and Succession Planning 4) Access to Care; tick educational materials were distributed and the importance of awareness, reminded them to use the mosquito dunks in standing water - even in ditches; gave an update on the Community Health Center - shingles vaccine - Hep A - measles - information shared, new dentist starting May 13, continue to offer tooth extractions with Dr. Cheek, how the co-applicant board is formed and services offered in Danville. Elisa reviewed - follow KCHD on social medias: Facebook, Twitter, Instagram; the Safe Communities Click-it-or-Ticket Kickoff will be on May 20th from 6:20-8pm on May 20th at the Hometown Market in Centerburg; the Safe Communities Coalition will be meeting at 2pm on Thursday, May 9th at the Mount Vernon Police Department; the Health Center will be doing sports physicals at East Knox on May 15th, if students can't attend the Health Center in Danville will be doing sports physicals on Thursdays for \$20 from 9am-4pm; the Health Center in Danville will be participating in Danville Ladies Night out on May 10th from 5-8pm; Kids to Parks Day will be at Ariel Foundation Park on May 18th from 10am-12pm; the Food Pantry in Bladensburg will have a grand opening on May 15th, KCHD has three tobacco treatment specialists, group sessions are on Tuesdays in the KCH private dining room at 10am and on Thursdays in the KCHD conference room at 7pm; KCHD has three car seat technicians available to check car seats if needed, make an appointment or stop in.

### **3.3. Health Commissioner**

## HEALTH COMMISSIONER REPORT

**Julie shared:**

- **Continue to support Lane as the COO of the health center**
- **OPHA Combined Conference recognized 100 years in public health; several agency staff attended this year**
- **Spending time meeting with legislators, providing testimony to the sub-finance committee for public health programs and asking for support**
- **Governor Dewine is supportive and understands what public health does**
- **New ODH director Dr Atkin is supportive and understands public health and is called to the Governor's office more than any in the past**

## 4. New Business

### 4.1. Finance

#### 4.1.1. Income and Expense

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

KNOX COUNTY GENERAL HEALTH DISTRICT RECEIPT & EXPENDITURE SUMMARY REPORT April 30, 2019							
FUND NAME	JAN. 1, 2019 BALANCE	APRIL REVENUE	YEAR-TO-DATE REVENUE	APRIL EXPEND.	YEAR-TO-DATE EXPEND.	April 30, 2019 BALANCE	
<b>District Health Fund</b>							
801 - District Health Fund*	682,715.71	19,955.06	816,253.83	150,157.80	695,350.31	803,619.23	
<b>Environmental Health Restricted Funds</b>							
805 - Swimming Pool Fund	5,210.27	6,213.00	6,213.00	878.66	2,323.98	9,099.29	
806 - Food Service Fund	2,809.73	6,504.50	138,806.00	11,918.15	71,344.79	70,270.94	
807 - Private Water Fund	1,344.55	9,452.10	25,390.86	5,965.96	23,563.11	3,152.30	
809 - Sewage Program Fund	11,211.24	15,484.00	35,066.00	7,756.67	33,030.91	13,246.33	
810 - RV Park/Camp Fund	64.22	5,074.00	5,574.00	722.61	1,154.38	4,483.84	
<b>Subtotal</b>	<b>20,640.01</b>	<b>42,737.80</b>	<b>211,049.86</b>	<b>27,242.05</b>	<b>131,437.17</b>	<b>100,292.70</b>	
<b>Special Revenue Funds</b>							
803 - Home Health Fund	797,774.23	36,238.08	153,689.14	23,623.39	148,663.18	802,800.19	
819 - Solid Waste Fund	8,443.03	0.00	19,604.55	2,438.62	15,496.12	12,551.46	
<b>Subtotal</b>	<b>806,217.26</b>	<b>36,238.08</b>	<b>173,293.69</b>	<b>26,062.21</b>	<b>164,159.30</b>	<b>815,351.65</b>	
<b>Grant Funds</b>							
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	773.50	28,145.32	104,075.04	20,217.01	96,051.00	8,797.54	
811 - Creating Healthy Com Grant FY JAN. 1 - DEC. 31	26,748.03	8,101.41	38,404.65	5,967.45	35,946.35	29,206.33	
812 - PHEP Grant Fund FY July 1 - June 30	3,125.83	16,640.83	39,026.30	3,256.90	20,801.96	21,350.15	
813 - MCH/MO2 Grant Fund FY Oct. 1 - Sept. 30	70,991.69	1,254.36	3,838.14	2,652.31	13,402.00	61,427.83	
814 - Community Health Center Grant FY April 1 - Mar 31	82,365.59	235,743.45	669,737.52	184,620.55	705,822.37	46,480.74	
830 - Drug Free Communities FY Oct. 1 - Sept. 30	5,052.50	6,331.47	30,827.89	5,520.00	31,335.97	4,544.42	
<b>Subtotal</b>	<b>189,057.14</b>	<b>296,216.88</b>	<b>885,909.54</b>	<b>222,234.22</b>	<b>803,159.67</b>	<b>171,807.01</b>	
<b>TOTAL ALL FUNDS</b>	<b>1,698,630.12</b>	<b>395,147.60</b>	<b>2,086,506.92</b>	<b>425,696.28</b>	<b>1,894,106.45</b>	<b>1,891,030.59</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 #2019-05

Jeff Harmer made a motion to approve Resolution #2019-05. Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, Rph, Jeff Harmer, Lee Rhoades, Barry George, MD, Diane Goodrich, Barb Brenneman, Ron Moder and Amanda Rogers, DVM: in the negative; none. The motion was approved.

#### **RESOLUTION #2019-05**

##### **General Fund**

1. Transfer \$7,000.00 from 801.1510.50614 to 301.1140.41100

##### **Community Health Center**

1. Advance \$25,000.00 from 801.1510.50602 to 814.1510.41101
2. Advance Pay Back \$25,000.00 from 814.1510.50602 to 801.1510.41101

## 4.2. Personnel

### 4.2.1. Approval to hire Jacob Booth, Intern, 32 hours/week, effective May 20, 2019 – August 16, 2019.

Amanda Rogers, DVM made a motion to approve the hiring of Jacob Booth, Intern, 32 hours/week, effective, May 20, 2019 – August 16, 2019. Jeff Harmer seconded the motion; in the negative: none.



The motion was approved.

**4.2.2. Approval to name Lisa Dudgeon, RN agency Director of Nursing (DON), effective May 6, 2019.**

Lee Rhoades made a motion to approve naming Lisa Dudgeon, RN agency Director of Nursing (DON), effective May 6, 2019. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.3. Contracts**

**4.3.1. Approve agreement with CompDrug dba Youth to Youth International, for presentation at the Knox Addiction Conference, August 7, 2019, at a cost of \$2,056, paid with Drug Free Communities grant funds.**

Jeff Harmer made a motion to approve agreement with CompDrug dba Youth to Youth International, for presentation at the Knox Addiction Conference, August 7, 2019, at a cost of \$2,056, paid with Drug Free Communities grant funds. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

**4.3.2. Approval of MOU with Kokosing River Productions, for the production of social media videos, at a cost of \$5,000, paid with Drug Free Communities grant funds.**

Ron Moder made a motion to approval MOU with Kokosing River Productions, for the production of social media videos, at a cost of \$5,000, paid with Drug Free Communities grant funds. Amanda Rogers seconded the motion; Jeff Harmer abstained; in the negative: none. The motion was approved.

**4.3.3. Approval of contract with CB Practice Solutions for ECW consultation services for the Knox County Community Health Center, \$135/hour plus traveling/living expenses accrued while away from its main office, effective May 22, 2019 through May 22, 2020.**

Jeff Harmer made a motion to approve contract with CB Practice Solutions for ECW consultation services for the Knox County Community Health Center, \$135/hour plus traveling/living expenses accrued while away from its main office, effective May 22, 2019 through May 22, 2020. Barb Brenneman seconded the motion.

Jeff Harmer made a motion to amend the motion to include a maximum of \$5,000/year. Amanda Rogers, DVM seconded the motion; in the negative; none. The motion was approved.

**4.3.4. Approval of pharmacy service agreement with Walmart, Inc., for pharmacy services to eligible Community Health Center patients, according to section 340B of the Public Health Service Act, effective May 22, 2019 – ongoing.**

Jeff Harmer made a motion to approve pharmacy service agreement with Walmart, Inc., for pharmacy services to eligible Community Health Center patients, according to section 340B of the Public Health Service Act, effective May 22, 2019 – ongoing. Ron Moder seconded the motion; in the negative: none. The motion was approved.

**4.3.5. Approval of contract with Granicus to purchase Peak Agenda Management software, three year subscription, at a cost of \$5,950 (year 1), \$6,366.50 (year 2), \$6,812.16 (year 3) pending prosecutor approval.**

Jeff Harmer made a motion to approve contract with Granicus to purchase Peak Agenda Management software, three year subscription, at a cost of \$5,950 (year 1), \$6,366.50 (year 2), \$6,812.16 (year 3) pending prosecutor approval. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

#### **4.4. Board Approvals**

##### **4.4.1. Approval of agency Blood Borne Pathogen policy.**

Amanda Rogers, DVM made a motion to approve agency Blood Borne Pathogen policy, Barry George, MD seconded the motion; in the negative; none. The motion was approved.

##### **4.4.2. Approve agency Personnel Policy Manual.**

Barry George, MD made a motion to approve agency Personnel Policy Manual. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

##### **4.4.3. Approval of out-of-state travel for Tina Cockrell to attend the CADCA Mid-Year conference in Dallas Texas, July 11 – 18, estimated cost, \$3,500, paid with Drug Free Community grant funds.**

Jeff Harmer made a motion to approve out-of-state travel for Tina Cockrell to attend the CADCA Mid-Year conference in Dallas Texas, July 11 – 18, estimated cost, \$3,500, paid with Drug Free Community grant funds. Ron Moder seconded the motion; in the negative: none. The motion was approved.

##### **4.4.4. Approval to accept investment funds of \$34,000 from United Way FY2020 for the Knox Out Tobacco (\$25,000) & Oral Hygiene Preschool Education (\$9,000) programs.**

Ron Moder made a motion to accept investment funds of \$34,000 from United Way FY2020 for the Knox Out Tobacco (\$25,000) & Oral Hygiene Preschool Education (\$9,000) programs. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

##### **4.4.5. Approval to open Dental Assistant 3 position.**

Jeff Harmer made a motion to approve the opening of Dental Assistant 3 position. Barry George, MD seconded the motion; in the negative: none. The motion was approved.

#### **4.5. Board Information (Non-action items)**

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

- 4.5.1.** Personal service contract with Nick Gotschall, LPCC, to provide quality assurance and peer review of patients receiving Mental and Behavioral counseling services at the Health Center, \$100/hour, maximum \$2000/year, effective June 1, 2019 to May 31, 2020.
- 4.5.2.** MOU between KCHC and Place 4 Grace, collaborative work and network building of services with Community Health Center & WIC services, effective May 7, 2019 and ongoing.
- 4.5.3.** Contract with Knox County Parks District for assembly and installation of bike repair stations along multi-use trails of Knox County, cost not to exceed \$500, effective May 15, 2019 – December 31, 2019.

## 5. Executive Session

At 6:52 p.m. Jeff Harmer made a motion to enter into executive session for the purpose of compensation of all employees. Ron Moder seconded the motion. On roll call the following voted in the affirmative: Amanda Rogers, DVM, Barry George, MD, Ron Moder, Eric Siekkinen, Lee Rhoades, Barb Brenneman, Diane Goodrich, and Jeff Harmer; in the negative: none. The motion was approved.

At 7:18 p.m. Lee Rhoades made a motion to return to regular session, Jeff Harmer seconded the motion. On roll call the following voted in the affirmative: Amanda Rogers, DVM, Barry George, MD, Ron Moder, Eric Siekkinen, Lee Rhoades, Barb Brenneman, Diane Goodrich, and Jeff Harmer; in the negative; none. The motion was approved.

Lee Rhoades made a motion to authorize the Health Commissioner to reorganize the Administration and Operations division with associated reclassifications effective June 1, 2019. Barry George, MD seconded the motion; in the negative: none. The motion passed.

## 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 7:21 p.m.



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Eric Siekkinen, RPh,  
Board President



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

