

The Board of Health of the Knox County Health District held a regular meeting in the agency conference room with a digital platform option through Zoom for staff and guests only. The following were in attendance:

<b>BOARD MEMBERS</b>	<b>STAFF</b>
Jeff Harmer, President	Zach Green, Health Commissioner
Jason Whaley, President Pro-Tem	Joyce Frazee, Human Resource Director
Eric Helt	Cyndie Miller, WIC Director
Barry George, MD	Pam Palm, Communications Director/PIO
Amanda Rogers, DVM	Lane Belangia, Community Health Center CEO
Diane Goodrich	Katie Hunter, Fiscal Director, Zoom
Daniel Brinkman	Ron Martinson, MD. Zoom
	Nate Overholt, Environmental Health Director
	Kristi Thomas, Administrative Assistant
<b>ABSENT</b>	
Barb Brenneman	
Eric Siekkinen, RPh	<b>GUEST</b>
Tina Cockrell, PHEN Director	Sherry Tognotti
	Sharon Brinkman
	Brittany Whitney

**1. Convention**

**1.1. Call to Order**

Jeff Harmer called the meeting to order at 6:34p.m.

**1.2. Acceptance of the Agenda**

Eric Helt made a motion to accept the agenda. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**1.3. Approval of the minutes for July 20, 2022 Board of Health meeting.**

Jason Whaley made a motion to approve the July 20, 2022 Board of Health meeting minutes. Amanda Rogers, DVM, seconded the motion; in the negative: none. The motion was approved.

**1.4. Approval of the Bills**

Diane Goodrich made a motion to approve the bills. Barry George, MD, seconded the motion; in the negative: none. The motion was approved.

APPROVAL OF BILLS	
FUND	AMOUNT
801 - General Fund	41,545.15
805 - Swimming Pool Fund	238.35
806 - Food Service Fund	309.33
807 - Private Water Fund	2,211.71
808 - WIC Grant	15.95
809 - Sewage Program Fund	1,286.98
810 - RV Park/Camp Fund	43.90
811 - Creating Healthy Communities Grant	1,008.57
812 - Public Hlth Emergency Preparedness Grant	40.79
814 - Community Health Center Grant	179,047.02
819 - Solid Waste	148.71
830 - Drug Free Communities	2,239.00
<b>Total</b>	<b>\$228,135.46</b>
<b>THEN &amp; NOW</b>	
801 - General Fund	1,050.00
814 - Community Health Center Grant	19,378.16
<b>Total</b>	<b>\$20,428.16</b>

**1.5. Public Participation**

- Sherry Tognotti, community member, shared her recent public nuisance experience with the Board of Health.
- Sharon Brinkman, mother of Dan Brinkman.
- Brittany Whitney, wife of Dan Brinkman.

**2. Hearing/Readings/Regulations - None**

**3. Special Reports**

**3.1. Board Report**

Jeff Harmer, President, welcomed Daniel Brinkman to the Board of Health. Jeff praised the Directors/Supervisors of both KPH and KCCHC staff for their commendable performance during the MTV Music and Arts Festival and the Knox County Community Health Center Pool Party.

**3.2. Health Commissioner Report**

- Zach Green, Health Commissioner, thanked Katie Hunter for her efforts in the state audit and Nathan Overholt for taking the lead and serving as a liaison with state & community partners regarding the lime sludge issue in the City. Joyce Frazee was thanked for completing and submitting AOHC salary survey which critical to maintain competitive wages for staff.



#### **4.1. Leadership Reports**

##### **HEALTH COMMISSIONER - Zach Green**

- The levy committee will be meeting again at the end of August & all necessary documents have been submitted with the Board of Elections.
- Lane and I traveled to Bladensburg this past month to tour the Center of Hope facility which is located at the previous EK school. As things progress there may be opportunities to serve that area.
- Contract with Knox Area Transit is on the agenda for August. This will be a continuous route in the MTV area to increase access to vaccine & alternative preventive care.
- As the county is pursuing building codes for new construction, per code, KPH is tasked with plumbing inspections. Currently, all commercial inspections are conducted through a contract w/Richland Co.
- Community surveys on programming and education launched in effort to gauge what we need to be promoting and delivering to our community.
- Kenyon students have finished the expanded health assessment surveys which reached residents in the more rural areas and our Spanish speaking population. Roughly 150 surveys were collected.
  - Fall semester: analysis & reporting will occur
- Combining the CHC and Public Health QI groups into one team in order to streamline efficiencies
- Lastly, I will be on vacation the week of the 8th and will touch base with the Facilities committee upon my return.

##### **HUMAN RESOURCES – Joyce Frazee, Director**

- You will be asked to approve the hiring of two new employees.
  - Dalton David has agreed to fill the Drug Free Communities grant program coordinator role. Dalton completed his Bachelor of Science in Criminal Justice and minor in Addiction from Ashland University. He has experience working with young adults when he was the head Jr.-High football coach at Crestline Schools and substitute teaching at Mansfield City Schools. Knox County is Dalton's home town and he is eager to get started in his career with KPH. - Unfortunately, after three days on the job he has decided that the DFC grant does not fit his career goals and has submitted his letter of resignation, effective August 12.
  - Georgette Burritt has accepted our offer to join the Behavioral Health Team of Counselors. Georgette has been a professional counselor for over thirty years helping clients identify goals and potential solutions to promote behavior change and optimal mental health. She has led specialized therapy groups and taught courses in Chemical Dependency Counseling and Social Policy at COTC. We are excited for Georgette to continue her career with us in September.
- We continue to interview applicants for our administrative support and certified medical assistant positions and hope to bring more approval to hire in the near future.

##### **FISCAL – Katie Hunter, Director**

- The State Audit has been finalized FY 2021. Please find the draft versions of the reports in the monthly folder.
- An intent to apply for funding has been submitted to ODH for Covid 19 Detection & Mitigation; this would potentially be in partnership with the Knox County Jail.

##### **COMMUNICATION & MARKETING – Pam Palm, Public Information Officer**

- Public Health Day at the Knox County Fair, July 29, and a booth display in the Merchant's Bldg. throughout the week provided promotion of agency services and programs. We distributed hand-sanitizer, flat flashlights, hand fans and insect repellent to more than 2,000 attendees as they entered the gates on Friday.
- As of this writing, we are gearing up for the Music & Arts Festival in downtown Mount Vernon. In



addition to having a booth on the Public Square, KPH and the HC are sponsors of the hospitality tent and hand-washing stations near the portable restrooms.

- Alayna Mowry gave birth to a daughter on Aug. 7 and will be on maternity leave until mid November. Elisa Frazee will be handing the social media posts and Mike Whitaker will oversee additions to the website in Alayna's absence.

**ENVIRONMENTAL HEALTH – Nate Overholt, RS, Director**

- Mosquito surveillance activities continue throughout the county by environmental health division intern, Lydia Ingalls. She will be with Knox Public Health until Wednesday, August 17, 2022. At this time, no mosquito pools have tested positive for West Nile.
- Private Water System and Household Sewage Treatment System permits continue to remain very steady for the year. In the Month of July, there were 19 Private Water System permits and 22 Household Sewage Treatment System permits.
- The sewage program staff are planning an in person continued education unit training for the HSTS haulers, installers and service providers to be held in December. This will be the first in person training we will be holding for these individuals since the Covid-19 pandemic started in 2020.
- **July PHEP Report from Amy Seward, PHEP Coordinator**
  - Started a new State Fiscal Year. Received new deliverables for the year. There are 16 total deliverables for
  - the year.
  - Reviewed and updated ERP's Annex J Medical Countermeasures.
  - Attended regional PHEP planners meeting in Columbus.
  - Attended LEPC Exercise design team meeting in preparations for LEPC Full Scale Exercise in September.
  - Attended Knox County EMA's After Action Review (AAR) regarding the June 13-17 storm that hit the
  - county.
  - Attended accreditation for KPH meeting.
  - Completed the National Center for Education Statistics Survey for Private Schools.
  - Met with PHEN for flu vaccine drive thru clinic planning.
  - Completed with ODH approval of Deliverable 7.1 Volunteer Deployment & Information Sharing
  - performance Measure Form.

**PUBLIC HEALTH EDUCATION AND NURSING – Tina Cockrell, Director**

- Communicable Disease - 13 Lyme Cases for the month. VDOT continues for our TB case, expected date of completion TBD. We have received 2 consecutive Negative Urine Cultures (so treatment is working!) Dr. Buller, Infectious Disease at Ohio Health, is managing care. LTC/SNF- COVID19 cases are still rising. As of today, seven (7) Knox County LTC are identified as Outbreak/Cluster. Childcare centers continue to report random cases. One Monkeypox Specimen (66F, unknown exposure) sent to ODH Lab awaiting result.
- Children /Medical Handicaps- 11 visits completed age eligibility increased to 23 effective 7/1. Jess has been working with clients who previously were removed from services.
- Cribs for Kids- 8 visits completed. We have met our contracted goal with Licking County; however, there is still need in the community. CFK and MCH will be working closely together to meet the needs of eligible Knox County families until the next grant year.
- Newborn Home Visits - 2 newborn home visits completed (twins), working with WIC to build relationships with home birth families.



- Senior Health & Wellness -26 seniors were served in some capacity in this new program. Natasha has completed CHW training and is now certified. She will begin programming this coming week. Upon completion of pathways KPH will receive a reimbursement for services provided. In addition, CHAP has provided an opportunity for KPH to receive \$42,333.33 in grant funding. The funding contract to be approved by BOH this month.
- Lead - No new cases in June
- Safe Communities - Participated in National Night Out in Fredericktown. Several people were in attendance. Provided items promoting Click it or Ticket, Drive Sober and Watch Out for Motorcycles. Preparing for the Drive Sober or Get Pulled Over Kickoff that will take place at the Mount Vernon Music and Arts Festival.
- Maternal & Child Health - Working with Cribs for Kids to meet the needs of families. Met with KCH to prepare wellness packages for new moms.
- Tobacco Prevention & Cessation - 3 new clients 1 coming from ECW referrals and 1 coming from walk-ins and 1 Mommy and Me client. Currently serving 3 active Mommy and Me clients.
- Drug Free Communities - Met with Prevention Action Alliance regarding ORC 4301.82 as it relates to DORAs. Sharing the work in Knox County, specifically the inclusion of patron safety and dollars set aside for prevention. The efforts in Knox County can be a model for other communities across the state. The Executive Director would like to see this information shared to others in Ohio. In December PAA will host the Coalitions Rising conference with an opportunity to present at that event and at the March SPCA meeting. PAA plans to share the Knox County model with OHMAS and the Department of Commerce (who control DORAs) to see if there is a way to make changes to current legislation as it pertains to future DORAs. Narcan distributed to 20 people in July plans for August OD Awareness month will distribute over 300 kits. Attended National Night Out promoting upcoming OD Awareness Day and KSAAT Recovery Softball Tournament.
- Creating Healthy Communities - The Community Food Assessment meetings have started. Met with ADF and Kenyon to discuss location for the Youth Garden project. Met with Fredericktown Village Council for Complete Streets Policy writing workshop. The Centerburg Business Association regarding the playground project. The First Friday Bike Valet continues to be a hit. 11 bikes were held for the duration of the event, donations being accepted to add to the General Fund. Continuing to collect survey data on food access. A youth Photovoice Project in partnership with OSU Extension Office now open to interested youth.
- Other -

**WIC – Cyndie Miller, RD, LD, CLC, Director**

- Knox County WIC initial caseload for July is -----688 (a decrease of 2). Referrals included “4” to the Mommy & Me Smoking Cessation program and “8” to the CHC (5 Adults, 0 infants, and 3 children).
- “Curb-side services” continue as our method of service for WIC participants during the month of July/August. More appointments have been conducted in person due to cell-phone issues, weight check requests, and breastfeeding consults. Waivers are extended until mid-January, 2023. Pre-natal and new moms with their babies are given the option to have in-person appointments. More breastfeeding mom have requested breastfeeding consults and weight checks for their babies.
- Our breastfeeding initiation rate for WIC moms has increased from 67.4% to 70.8% (This stat is current through May 2022).
- Additional Alternative Formulas now able to be purchased with WIC card
- WIC Farmers’ Market coupons continue to be issued from the WIC clinic
- Planning is underway for Breastfeeding Awareness Month (BAM) in August. This includes: display of models in community settings, BAM table displays at KPH and area libraries, BAM event at the

Farmers' Market on 8/20, distribution of breastfeeding info notes of appreciation to area medical providers that support breastfeeding mom's in the community, providing the BF Baby Station at the Music and Arts Festival, and distribution of BAM items to WIC breastfeeding moms at the WIC clinic. It's been a very busy few weeks for the WIC staff, in general, and Heidi Myers, more specifically!

**COMMUNITY HEALTH CENTER – Lane Belangia, CEO**

- Authorized Official Changed in name as New HC takes office.
- SAC application due 10/12/22, total annual \$ eligible is 1.1 million
- Improved Revenue Cycle Management and oversight must occur to increase fees received.
- Election of Officers August 2022
- Strategic Plan Final review and approval for September 2022.
- New NOA received for \$65,000
- Bidding to begin in August for Danville Medical Project
- Main Location square footage maximized, inefficient, and does not allow service line expansion within the current main site Health Center.

**5. New Business**

**5.1. Finance**

**5.1.1. Income and Expenses**

Eric Helt made a motion to approve the income and expenses report. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**5.1.2. Approval of Resolution 2022-8, transfer of funds within the 814 – Community Health Center.**

Barry George, MD made a motion to approve the Resolution 2022-8, transfer of funds within the 814 – Community Health Center. Amanda Rogers, DVM, seconded the motion. On the roll call the following voted in the affirmative: Jeff Harmer, Jason Whaley, Diane Goodrich, Eric Helt, Dan Brinkman, Barry George, MD, and Amanda Rogers, DVM; in the negative: none. The motion was approved.

**6. Personnel**

**6.1.1. Approve the hire of Dalton David, Drug Free Communities Grant Coordinator, effective August 8, 2022.**

Diane Goodrich made a motion to approve the hire of Dalton David, Drug Free Communities Grant Coordinator, effective August 8, 2022. Barry George, MD, seconded the motion; in the negative: none. The motion was approved.

**6.1.2. Approve the hire of Georgette Burritt, LICDC, LSW, effective August 29, 2022.**

Jason Whaley made a motion to approve the hire of Georgette Burritt, LICDC, LSW, effective August 29, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.



**6.1.3. Approve the resignation of Dalton David, Drug Free Communities Grant Coordinator, effective August 12, 2022.**

Jason Whaley made a motion to approve the resignation of Dalton David, Drug Free Communities Grant Coordinator, effective August 12, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

**6.2. Contracts**

**6.2.1. Approve the agreement with Community Health Access Project (CHAP) for the completion of vaccine grant deliverables, with a maximum reimbursement of \$42,333.33, effective July 1, 2022 through October 31, 2022.**

Jason Whaley made a motion to approve the agreement with Community Health Access Project (CHAP) for the completion of vaccine grant deliverables, with a maximum reimbursement of \$42,333.33, effective July 1, 2022 through October 31, 2022. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

**6.2.2. Approve the memorandum of agreement with KCCHC and KPH to provide counselor supervisory services with no monetary value, effective August 1, 2022 and remains ongoing – pending legal approval.**

Jason Whaley made a motion to approve the memorandum of agreement with KCCHC and KPH to provide counselor supervisory services with no monetary value, effective August 1, 2022 and remains ongoing – pending legal approval. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

**6.2.3. Approve the contractual agreement with Bakers, IGA for our preexisting RX Program, effective September 1, 2022 and remains ongoing, with a maximum reimbursement of \$4,000.00 per year.**

Diane Goodrich made a motion to approve the contractual agreement with Bakers, IGA for our preexisting RX Program, effective September 1, 2022 and remains ongoing, with a maximum reimbursement of \$4,000.00 per year. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**6.2.4. Approve the agreement with the University of Cincinnati for nursing student interns, effective September 1, 2022 through August 31, 2027, with no monetary value – pending legal approval.**

Barry George, MD, made a motion to approve the agreement with the University of Cincinnati for nursing student interns, effective September 1, 2022 through August 31, 2027, with no monetary value – pending legal approval. Amanda Rogers, DVM, seconded the motion; in the negative: none. The motion was approved.

**6.2.5. Approve the Business Service Agreement with Knox Area Transit (KAT) for the establishment of a bussing route, effective September 6, 2022 through June 30, 2023, with a monetary value of \$60,000.**

Eric Helt made a motion to approve the Business Service Agreement with Knox Area Transit (KAT) for the establishment of a bussing route, effective September 6, 2022 through June 30, 2023, with a monetary value of \$60,000. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

## 7. Board Approvals

### 7.1. Approval of the agency Tuberculosis Control Plan.

Amanda Rogers, DVM, made a motion to approve the agency Tuberculosis Control Plan. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

### 7.2. Approval to accept funding for FY 2022 American Rescue Plan One-time Funding, award number H8FCS41398-01-01 in the amount of \$65,500.00.

Jason Whaley made a motion to accept the funding for FY2022 American Rescue Plan One-time Funding, award number H8FCS41398-01-01 in the amount of \$65,500.00. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

## 8. Board Information (Non-Action Items)

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

- Renewal of the COTS Grant through the Emergency Preparedness Healthcare Coalition to receive monies for disaster preparedness efforts, effective July 1, 2022 through June 30, 2023, for a maximum reimbursement of \$7,000.00.
- Renewal with OnSolve, LLC for WIC texting alerts, with a yearly maximum cost of \$724.50, effective October 1, 2022 through September 30, 2023.
- Renewal of the Contract with Melissa Valentine, LPCC, to provide counseling services at the Knox County Community Health Center starting August 1, 2022 through July 31, 2024, with a monetary value of \$45/hour maximum of \$9,000/year.
- Renewal contract with Dr. Sullivan for referral services with WIC for pediatric, obstetrical, lactation, and other services, effective October 1, 2022 through September 30, 2027, for no monetary value.
- Renewal contract with BHP Work/Life Solutions for counseling services for KPH internal staff effective September 1, 2022 through August 31, 2024, not to exceed \$375 per agency member and pending legal approval.

## 9. Executive Session

At 7:27p.m. Barry George, MD, made a motion to enter into executive session. Eric Helt seconded the motion. On the roll call the following voted in the affirmative: Jeff Harmer, Jason Whaley, Diane Goodrich, Eric Helt, Dan Brinkman, Barry George, MD, and Amanda Rogers, DVM; in the negative: none. The motion was approved.

Zach Green and Lane Belangia were invited to stay for executive session.

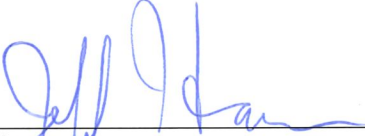
At 8:03p.m. Barry George, MD, made a motion to return to regular session. Jason Whaley seconded the motion. On the roll call the following voted in the affirmative: Jeff Harmer, Jason Whaley, Diane Goodrich, Eric Helt, Dan Brinkman, Barry George, MD, and Amanda Rogers, DVM; in the negative: none. The motion was approved.



**10. Adjournment**

Being no further business, Jason Whaley made a motion to adjourn the meeting. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

The Board meeting adjourned at 8:05p.m.

  
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Jeff Harmer  
Board President

  
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Zach Green  
Health Commissioner