

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:

Board Members:	Staff:	Absent:
Jeff Harmer, President	Zach Green, Health Commissioner	Joyce Frazee, HR Director
Jason Whaley, President Pro-Tem	Nathan Overholt, EH Director	Lane Belangia, CHC CEO
Amanda Rogers, DVM	Katie Hunter, Fiscal Director	
Barb Brenneman	Tina Cockrell, PHEN Director	
Barry George, MD	Cynthia Miller, WIC Director	
Eric Siekkinen	Nan Snyder, Clinical Director	
Diane Goodrich	Stacy Gilley, BH Director	
Dan Brinkman	Deanar Sylvester, QI Director	
Megan Rice	Kaitlyn Hamm, Dental Director	
	Ron Martinson, MD	
	Kristi Thomas, HR Generalist	
	Anthony Bowersock, Program Coordinator	
	Joe Porter, Program Coordinator	
Guest:		
Judge Jay Nixon	Jacob VandeBrake	

**1. Convention**

**1.1. Call to Order**

Jeff Harmer called the meeting to order at 6:30p.m.

**1.2. Acceptance of Agenda**

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

**1.3. Approval of minutes for July 17, 2024**

Eric Siekkinen, , made a motion to approve the minutes for July 17, 2024. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**1.4. Approval of Bills**

Jason Whaley made a motion to approve the bills. Eric Siekkinen, , seconded the motion; in the negative: none. The motion was approved.

APPROVAL OF BILLS JULY 2024	
FUND	AMOUNT
801 - General Fund	53,440.52
805 - Swimming Pool Fund	123.15
806 - Food Service Fund	796.19
807 - Private Water Fund	2,427.98
808 - WIC Grant	72.36
809 - Sewage Program Fund	1,926.97
810 - RV Park/Camp Fund	41.05
811 - Creating Healthy Communities Grant	314.05
812 - Public Hlth Emergency Preparedness Grant	20,969.10
814 - Community Health Center Grant	304,722.79
820 - ODH Grants	2,321.55
830 - Drug Free Communities	449.50
<b>Total</b>	<b>\$387,605.21</b>
<b>THEN &amp; NOW</b>	
801 - General Fund	192.00
806 - Food Service Fund	147.40
807 - Private Water Fund	397.00
809 - Sewage Program Fund	393.00
814 - Community Health Center Grant	20,191.84
<b>Total</b>	<b>\$21,321.24</b>

**1.5. Public Participation**

- Judge Jay Nixon
- Jacob VandeBrake
- Anthony Bowersock, Program Coordinator
- Joe Porter, Program Coordinator

**2. Hearings/Readings/Regulations**

**2.1. Approval of HSTS variance for Jacob VandeBrake at 5879 Newark Road, Mount Vernon, OH 43050, Morgan Township, Parcel # 50-00002.001 to allow an effluent pipe utilized by a RV to go under an existing driveway on the property to the existing household sewage treatment system and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a).**

Eric Siekkinen, , made a motion to approve the HSTS variance for Jacob VandeBrake at 5879 Newark Road, Mount Vernon, OH 43050, Morgan Township, Parcel # 50-00002.001 to allow an effluent pipe utilized by a RV to go under an existing driveway on the property to the existing household sewage

treatment system and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a). Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

### 3. Special Reports

#### 3.1. Board Report - None

#### 3.2. Health Commissioner

Zach Green reported that his Public Relations and Environmental Health team have been doing an outstanding job with the current outbreak of West Nile virus. Zach also reported that he was highly impressed with the organizational skills of Anthony Bowersock, after working with him on accreditation for the agency.

In the written report, Zach Green reported:

- Legislative:
  - Request submitted to legislators in effort to revise temporary mobile licenses for out of county applications.
- Facilities:
  - Downtown Master Plan has been reviewed by Leadership.
  - Pending updated draft (2 weeks)
  - 1375 Coshocton Avenue opportunity
  - Sent to facilities committee for consideration/comment
- On the horizon:
  - Emotional Health Forum conducted 8/14 at Mount Vernon High
    - Five agencies (7 panel members) presented to over 70 high school educators
    - Bill Seder pursuing bids for the behavioral health project at MVHS
  - County Comprehensive Plan
    - Together Knox workshop conducted by Leadership
      - Survey open until 8/23 - encourage board members to complete using the link below:
        - <https://togetherknox.org/>
  - The Community Health Improvement Plan (CHIP) meeting is scheduled for September 4th.
    - Community Health Assessment (CHA) draft is under review
      - Copy of the draft can be found in the shared folder
  - **HRSA onsite survey is scheduled for September 10th**
  - **PHAB survey is scheduled for October 3rd & 4th**
  - **Combined BOH & Co-ap Board meeting slated for October 16th**
    - More information to follow
- Information Technology has implemented additional sophos email security measures
  - Two factor authentication has been implemented for eCW (agencywide is underway -DUO)
- Knox County Foundation funding request will not occur until Jan/Feb 25'



- Strategic Planning FINAL session is slated for August 27th from 8:30am-11:30am located 700 Perimeter Drive (Ramser 4H Bulding @Fairgrounds) .

#### **4. New Business**

##### **4.1. Finance**

###### **4.1.1. Income and Expenses**

Eric Siekkinen made a motion to approve the income and expenses. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

###### **4.1.2. Approval of Resolution 2024-11, Transfers and Advances.**

Dan Brinkman made a motion to approve Resolution 2024-11, Transfers and Advances. Barry George, MD, seconded the motion; on roll call the following voted in the affirmative: Megan Rice, Dan Brinkman, Eric Siekkinen, , Amanda Rogers, DVM, Diane Goodrich, Barry George, MD, Barb Brenneman, Jason Whaley and Jeff Harmer; in the negative: none. The motion was approved.

###### **4.1.3. Approval of Resolution 2024-12, Amended Certificate.**

Jason Whaley made a motion to approve Resolution 2024-12, Amended Certificate. Megan Rice, seconded the motion; on roll call the following voted in the affirmative: Megan Rice, Dan Brinkman, Eric Siekkinen, , Amanda Rogers, DVM, Diane Goodrich, Barry George, MD, Barb Brenneman, Jason Whaley and Jeff Harmer; in the negative: none. The motion was approved.

##### **4.2. Personnel**

###### **4.2.1. Approval to hire Tanya Elliott, RN, effective August 12, 2024.**

Diane Goodrich made a motion to approve the hire of Tanya Elliott, RN, effective August 12, 2024. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

###### **4.2.2. Approval to hire Jessica Klepatzki, RN, effective August 19, 2024.**

Diane Goodrich made a motion to approve the hire of Jessica Klepatzki, RN, effective August 19, 2024. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

###### **4.2.3. Amend the resignation of Alexander Murray, Student Intern from August 12, 2024 to August 9, 2024.**

Eric Siekkinen made a motion to amend the resignation of Alexander Murray, Student Intern from August 12, 2024 to August 9, 2024. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

###### **4.2.4. Accept the resignation of Angey Watkins, RDH, effective September 11, 2024.**

Eric Siekkinen made a motion to accept the resignation of Angey Watkins, RDH, effective September 11, 2024. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

##### **4.3. Contracts**

**4.3.1. Approval of the affiliation agreement with Knox Technical Center for phlebotomy students, effective January 1, 2024 and remains ongoing with no monetary value.**

Diane Goodrich made a motion to approve the affiliation agreement with Knox Technical Center for phlebotomy students, effective January 1, 2024 and remains ongoing with no monetary value. Megan Rice seconded the motion; in the negative: none. The motion was approved.

**4.3.2. Approval of the amendment to the Knox Community Hospital Contract for Nurse Practitioner services for monetary negotiations, effective March 1, 2024 and remains ongoing until terminated by either party.**

Diane Goodrich made a motion to approve the amendment to the Knox Community Hospital Contract for Nurse Practitioner services for monetary negotiations, effective March 1, 2024 and remains ongoing until terminated by either party. Barb Brenneman seconded the motion; Barry George, MD abstained from voting; in the negative: none. The motion was approved.

**4.4. Board Approvals**

**4.4.1. Approval of the Agency Tuberculosis Control Plan.**

Eric Siekkinen made a motion to approve the Agency Tuberculosis Control Plan. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.4.2. Approval of the Agency Multi-Factor Authentication policy.**

Eric Siekkinen made a motion to approve the Agency Multi-Factor Authentication policy. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

**4.4.3. Approval of the out-of-state travel for Tina Cockrell and Morgan Meleca to Minneapolis, MN, for the APHA Conference, October 27, 2024 through October 30, 2024 with a monetary value not to exceed \$7,000.**

Diane Goodrich made a motion to approve the out-of-state travel for Tina Cockrell and Morgan Meleca to Minneapolis, MN, for the APHA Conference, October 27, 2024 through October 30, 2024 with a monetary value not to exceed \$7,000. Jason Whaley seconded the motion; in the negative: none. The motion was approved.

**4.4.4. Approval of the out-of-state travel for David Hatley II, to St. Louis, Missouri, for the NACCHO IPC Skills Training, August 28, 2024 through August 29, 2024 with no monetary value.**

Amanda Rogers, DVM, made a motion to approve the out-of-state travel for David Hatley II, to St. Louis, Missouri, for the NACCHO IPC Skills Training, August 28, 2024 through August 29, 2024 with no monetary value. Megan Rice seconded the motion; in the negative: none. The motion was approved.



**4.4.5. Accept the Notice of Award for continuation of the Drug-Free Communities Program in the amount of \$125,000 with a budget period of 9/30/2024 through 9/29/2025.**

Eric Siekkinen made a motion to accept the Notice of Award for continuation of the Drug-Free Communities Program in the amount of \$125,000 with a budget period of 9/30/2024 through 9/29/2025. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

**4.4.6. Accept the Notice of Award from Delta Dental in the amount of \$8,000 for the Dental Sensor Project.**

Jason Whaley made a motion to accept the Notice of Award from Delta Dental in the amount of \$8,000 for the Dental Sensor Project. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

**5. Board Information (Non-Action Items)**

● **Health Commissioner/CHC CEO approved/signed the following:**

- Amendment for the Knox County Family Children First Council with a new reimbursement rate of \$40.45, not to exceed \$24,270, effective July 1, 2024 through June 30, 2025.
- Renewal of the Regional Healthcare Emergency Preparedness County-Level Healthcare Coalition Coordination Agreement effective July 1, 2024 through June 30, 2025 with a reimbursement of \$8,000.
- Amendment with CVS Pharmacy, Inc. for 340B administrative services, effective August 20, 2024.
- Amendment with Medical Mutual of Ohio for the MedFlex Network, effective August 19, 2024 and remains ongoing.
- Transfer agreement with Knox Community Hospital for the transferring of patients to an acute care hospital, effective August 14, 2024, and remains ongoing.

● **Leadership Team**

**FISCAL DIRECTOR – Katie Hunter**

● **Resolution 2024-11**

- The transfers within the EH Division were done in order to process refunds in the Private Water and Sewage fund.
- The WIC Grant moved funds into supplies for additional supplies needed.
- The Community Health Center Grant needed additional funds in training for the upcoming ECW training and the fall conference.
- The ODH Grant - Enhanced Operations needed additional funds to cover personnel costs. We will continually be doing transfers for this fund each month as we receive funds.
- Drug Free Communities Grant transferred to fees and training in order to cover the cost of training for the new Equity Coordinator.

- An Advance Payback was completed to return \$20,000 back to the Levy Fund from ODH Grant - Public Health Workforce. Advances have to be paid back within a 12 month timeframe.
- **Resolution 2024-12**
  - The resolution to amend the certificate of estimated resources was completed in order to establish a budget for the Mobility Management Grant that began on July 1, 2024.
- A Draft of the 2023 Financial Audit is in the BOH Folder for your reference. The report has been submitted to the State Auditor for certification and we are still pending final approval.

#### **HUMAN RESOURCES DIRECTOR – Joyce Frazee**

- **Personnel**
  - Alex Murray originally gave HR a verbal resignation of August 12th and in his resignation letter changed it to August 9th. HR confirmed with Alex that he will be resigning August 9th.
  - NEW HIRES - Tanya Elliott, RN was hired to fill the school nurse position, starting August 12. She has 9 years experience working in the Danville Schools as their school nurse, spent a short time working at KCH and decided she wanted an opportunity to get back into the school system. She is excited to join the Public Health Education and Nursing division to expand her knowledge in public health programs such as Cribs for Kids, Newborn Home Visits and Immunizations. Jessica Klepatszki, RN joins the Community Health Center staff August 19. She will focus on identifying patients that need transition of care management, to close gaps in care.
  - Lane and I have met and started the process of recruiting a dentist.

#### **ENVIRONMENTAL HEALTH DIRECTOR – Nate Overholt, RS**

- A household sewage treatment system variance application was provided by Jacob VandeBrake 5879 Newark Road, Mount Vernon, Ohio 43050, Morgan Twp. Parcel #50-00002.001. Owner wants to install a RV connection in order to drain effluent from the RV to the existing household sewage treatment system and will go under an existing driveway and cannot meet the isolation distances outlined in the Ohio Administrative Code 3701-29-06(G)(3)(a) and will require a variance.
- Knox Public Health has been completing mosquito surveillance trapping throughout the summer months. To date, we have had 4 positive pools of West Nile Virus (1 Fredericktown, 1 Mount Liberty, 1 Mount Vernon and 1 Gambier). There are currently 25 different testing sites in Knox County where surveillance is being conducted. In Ohio, there have been 635 West Nile Virus positive mosquito pools in 35 counties. Spraying has been or will be completed in the areas that have tested positive by employees of the environmental health division.



- Nate and food program staff met with representatives from Chipotle on Tuesday, July 30th for an administrative meeting to discuss continued cleaning issues/violations and complaints. Food Program staff will be completing compliance inspections a minimum every two weeks for two months and then monthly for two months. If the facility cannot be maintained in a clean state, the next step will be to bring it in front of the Knox County Board of Health for hearing and possible suspension of license.

### **PUBLIC HEALTH EDUCATION AND NURSING DIRECTOR – Tina Cockrell**

- **Out of State Travel** - Tina Cockrell and Morgan Meleca to attend the APHA Conference Rebuilding Trust in Public Health and Science held in Minneapolis, MN. The conference brings together 13,000 public health professionals. Sessions include sustainable funding for CHWs through Medicaid and Equitable Public Health Practices.
- **Accreditation** - PHAB reaccreditation onsite visit has been moved to a virtual visit to take place on October 3rd and October 4th.
- **Communicable Disease Nurse** - Special thank you to our EH division for expediting the delivery of a bat that a fearless 3 y.o. Knox County resident collected it in his Tonka Truck and delivered it to Grandma on Thursday morning. We had the negative result back by Friday afternoon and Mom and Dad were extremely relieved and grateful.
- **Epidemiology** - David has been selected by NACCHO to attend NACCHO IPC skills training in St. Louis, MO August 28th and August 29th. NACCHO covers all costs for travel this is why there is no monetary value on the agenda.
- **Emergency Preparedness** - Conducting fire/tornado drills in the month of August across all 7 campuses. New grant year started in July. Suzanne will be attending training and familiarizing herself with the upcoming deliverables. Continuing to get all employees fit-tested for N95 masks Staff will receive a refresher about our security systems during the August all staff meeting.
- **Safe Communities** - Participated in First Friday, National Night Out, CARTEENS- Educated the public/teens (CARTEENS) on traffic safety issues. Our Drive Sober or Get Pulled Over Kick Off event was held on Aug. 9 at the Mt. Vernon Music and Arts Festival. Educated the public on driving impaired. The impaired driving goggles, floor mat, and spin wheel continue to be an attractant to our booths.
- **Director of Nursing** - The TB control policy is on the agenda for approval, there have been no recent changes to the policy as written. We welcomed Tonya Elliot, RN as the new school nurse serving the Knox County Career Center replacing Jenn O' Hara, RN. Kenyon College shared their appreciation for our team's quick response regarding the most recent West Nile positive report from ODH in the Gambier area. Our communication prepared their staff to protect the health and safety of students on campus and for those who will be arriving soon.
- **Tobacco Cessation** - nothing to report
- **Maternal & Infant Health** - 11 cribs distributed (already met the goal for the grant year ending in September - working on getting approved for more cribs). Complete 2 newborn home visits. One confirmed lead case. Staff will be attending a Lead Awareness Workshop hosted by Delaware Public Health in September. Speakers from EPA & Pediatric Environmental Health Specialty Units will present.
- **Mobility Management** - The Knox County Mobility Management Transportation Advisory Committee (KCMMTAC) had their quarterly meeting in July. They had a good discussion of Project Sidewalk - [Project Sidewalk](#) is a crowd sourced community sidewalk evaluation



program that uses Google street view to allow a user to evaluate sidewalks and intersections for deficiencies. The committee decided to seek input from ODOT and legal to see if the data obtained through PS would be usable in planning and grant applications, stay tuned.

Additionally, excited to share Mobility Management successfully facilitated a new contractual relationship with Knox Area Transit and Knox Community Hospital for transportation services.

- **Creating Healthy Communities(CHC)** The teen garden program wrapped up. We continue to work with InJoy food pantry and will be assisting with reorganizing the pantry this month.
- **Equity & Development** - A couple weeks ago, I visited WIC to learn more about their program and the staff roles. While I was there, a mother and her three children were visiting to complete their check up. As we know, the WIC building is small and can be overwhelming for parents trying to answer questions while trying to entertain their children. Since I was in the room during the check up, I played with the kids so the mother could answer all the questions. She was extremely thankful for my assistance with her children. Although simple this helped to reduce barriers for this parent.
- **Drug Free Communities** - The grant has been awarded for \$125,000 for September 30, 2024 through September 29, 2025. Additional funding sources are being identified. KSAAT held a successful Communities Coming Together conference, over 140 people attended. Speakers shared information on mental health linked to our gut health, working with the Amish population, Compassion Fatigue and more. Planning is now taking place to observe Overdose Awareness Day on August 30 at Rastin Tower in Ariel Foundation Park, resource tables will be onsite to link community members to resources and support. The following day on August 31 the Teen Advisory Council will host their annual Color Run event at Ariel Foundation Park. Mark your calendars for the fall Drug Take Back Day that will be held October 26 from 10a-2p.
- **Project Dawn** - 26 narcan kits were distributed in July. Education is planned with Kenyon College for students in the Community Foundation Theater. In addition, Kenyon security will be trained and provided kits.
- **Complex Medical Help (CMH)** - 16 visits completed.
- **Public Relations** - Completed the Health Center Pool Party over 400 people attended. During the same day set up and attended the Mount Vernon Music & Arts Festival. Assisting with the Big Latch On event for WIC. The festival season is slowing down. We will be at First Friday in September and plan to launch a new website in the near future thanks to help from our summer intern Anna Whitaker.
- **Senior Health and Wellness/Community Health Worker (CHW)**
  - Home Visits:14
  - Home Visits for pts under 60: 2
  - Attended patient appointments: 2
  - Pts helped at BP clinics: 14
  - Med supplies provided to pts: 3



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

- Knox County WIC initial caseload July 2024 is 783.
- Knox County WIC's breastfeeding initiation rate for July is 56.02%.
- Out of an abundance of caution, State WIC received FNS approval for a waiver to allow issuance of additional container sizes of certain Enfamil infant formulas as a result of a potential supply chain disruption *caused by a tornado impacting a Mead Johnson distribution center in Indiana on July 9, 2024*. Ohio WIC has authorized larger container sizes for Enfamil Gentlease (powder), Enfamil A.R. (powder), and Enfamil Reguline (powder), effective through September 1, 2024.
- Additionally, State WIC received FNS approval for a waiver to allow issuance of Enfamil Sensitive powder for participants issued Enfamil Gentlease powder on their WIC Nutrition Card (WNC). This flexibility is authorized through September 1, 2024
- The Fredericktown Farmers' Market is now participating in the WIC Farmers' Market Program, accepting WIC coupons through the month of August.
- Plans continue to be made for the August Big Latch-On and Grand Reopening of the Knox County WIC Milk Drop Site to be held on Friday, August 23<sup>rd</sup>, from 10:00 AM to Noon. Chris Smith, RN, BA, IBCLC, Outreach and Operations Coordinator for OhioHealth Mothers Milk Bank will be our guest. She will also be a speaker at our KPH All-Staff Meeting later that same day. See attached invitation.

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

- **CEO Update:**
  - The leadership team of the health center and KPH are diligently working to file and edit policies and documents to prepare for the On-site Visit on September the 10<sup>th</sup>, 2024. Please make plans to attend our meeting at noon this day as you will meet as a board with the HRSA surveyors and the Federal Representative. The staff and I have had calls with each of these individuals and they appear to be very helpful which indicates we should have a good visit. Perhaps, not a "finding" free visit, but a good OSV setting the stage for a compliant and productive next 3 years!
  - Reminder; the agency is currently developing the new KPH/KCCHC strategic plan, you are invited to attend any of the upcoming planning sessions as the new agency strategic plan will incorporate the health center's plan as well. The last session is scheduled for August the 27<sup>th</sup> at the Ramsier 4-H building.
- **Board Agenda Review:**
  - This agenda will have some last-minute changes needed for the OSV but much shorter than last month's agenda.
  - There are two monetary approvals this month, one is the Medicare Cost Report payment for FY 2023 in the amount of \$29,867.00. This is the annual payment for the health center from providing Flu and Covid Vaccinations for Medicare Patients. The second payment is from Delta Dental, I wrote a mini-grant and received notice that we were awarded \$8000.00 to help offset the cost to



purchase two new dental X-ray sensors. This was very unexpected but welcomed!

- We will be adding two Pharmacy Service Agreements to our 340b program, Kroger's and Accredo to the HRSA 340B program and if approved by the board, (and HRSA) these pharmacies will be active on October 1<sup>st</sup> 2024. This makes 8 in total for contract pharmacies as part of our 340b program. We are working with AndHealth to pursue In-house pharmacy services this coming year as well.
- **Board Compliance and Governance.**
  - Verbal discussion about OSV during the meeting, I review the UDS report and in general inform the board of why we report this to you annually and what may be asked from the HRSA reviewers regarding the UDS metrics.
- **CEO report:**
  - The National Health Center Week was represented well in Knox County this past Friday evening at Hiawatha Pool. It was the nicest evening this summer has offered so far making for a great turn out and many smiles throughout the event. Pizza, snow-cones and popcorn were big hits and the pool stayed crowded for the entire evening. Special thanks to the staff who have worked in the planning committee for the event throughout this entire summer and also to our outreach and marketing experts Logan and Nicole for tying this all together to make for a very well-organized evening. I can't wait to see what 2025 has to offer. The preliminary numbers indicate we provided admission and meals to around 440 individuals during our event.
  - Kudos to the Directors of the Health Center and those involved with helping obtain records from the KPH side of the OSV effort! This has added a lot to the day to day of an already busy workday for all involved.

### **CLINICAL DIRECTOR – Nan Snyder, RN**

During the month of July, all hands were on deck to develop the electronic check-in process and workflows. On July 31, 2024, the Knox County Community Health Center went live with electronic consent completion and appointment check-in. The implementation has been rewarding but not without a learning curve. The responses from patients have been positive. Patients will continue to have the option to complete needed consent via paper.

- 2024:
  - 1,440 individual clients served in the month of July
  - 1,623 appts. were kept out of 2,098 (77%)
  - 106 total No Shows (5%)
- 2023:
  - 875 individual clients served in the month of July
  - 953 appts. were kept out of 1,328 (72%)
  - 84 total No Shows (6%)

**BEHAVIORAL HEALTH DIRECTOR - Stacy Gilley, LISW-S**

- **2024:**
  - 262 individual clients served in the month of July, 2024
  - 569 appts. were kept out of 799 (71%)
  - 36 total No Shows (4.51%)
- **2023:**
  - 213 individual clients served in the month of July, 2023
  - 441 appts. were kept out of 641 (69%)
  - 42 total No Shows (6.55%)

**QUALITY DIRECTOR - Deonar Sylvester, RN**

- HRSA released the 2023 UDS Data Brief, (see link below). Please take time to review this document, as it provides valuable information on who We are as a health center, our purpose for existence, services provided, achievements, and trends over the past 3 years.

[2023 UDS Data Brief](#)

- A need for improving our preventative cancer screenings has been identified and noted during multiple quality data reports, leading toward a process improvement initiative for Population Health. Our Population Health Navigator has completed training on scheduling patients within the EMR, as she plans to assist staff with an outreach to patients, identified as 'due, or past due' for specific preventative cancer screenings.

Jan 1- Jul 31, 2024		
Screening	Completed	Gaps
Colorectal	311	1833
Breast	384	636
Cervical	290	1165

- There were 18 new referrals made to the Patient Care Navigator for the Month of July, for transportation, food assistance, and housing; a majority of the referrals for assistance with Medicaid applications.
- 2 Factor Authentication has been implemented and completed, to provide an additional layer of security to our electronic Medical Record. IT continues to work toward implementing additional safeguard measures for employee emails. Staff training for Cybersecurity is underway.



**6. Executive Session**

At 6:57p.m. Eric Siekkinen made a motion to enter into executive session for discipline and land acquisition asking Jay Nixon to stay. Diane Goodrich seconded the motion; on roll call the following voted in the affirmative: Megan Rice, Amanda Rogers, DVM, Barry George, MD, Dan Brinkman, Diane Goodrich, Barb Brenneman, Eric Siekkinen, , Jason Whaley and Jeff Harmer; in the negative: none. The motion was approved.

At 8:09p.m. Eric Siekkinen made a motion to return to regular session. Barry Goergoe, MD seconded the motion; on roll call the following voted in the affirmative: Megan Rice, Amanda Rogers, DVM, Barry George, MD, Dan Brinkman, Diane Goodrich, Barb Brenneman, Eric Siekkinen, , Jason Whaley and Jeff Harmer; in the negative: none. The motion was approved.


Eric Siekkinen made a motion to place Lane Belangia, Health Center CEO, on administrative leave effective immediately until an internal investigation has been completed by the Co-Applicant Board. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

**7. Adjournment**

Having no further business, Eric Siekkinen made a motion to adjourn the meeting. Amanda Rogers, DVM, seconded the motion; in the negative: none. The motion was approved.

The meeting adjourned at 8:11p.m.

  
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Jeff Harmer, BOH President  
*JASON WHALEY BOH V.P.*

  
\_\_\_\_\_  
Zach Green, Health Commissioner

