

Knox Public Health

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August 26, 2020

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. The following were in attendance:

BOARD MEMBERS	STAFF
Eric Siekkinen, RPh, President	Julie Miller, Health Commissioner
Jeff Harmer, Pro-Tem	Joyce Frazee, Human Resource Director
Joe Porter	Zach Green, Deputy Health Commissioner
Amanda Rogers, DVM	Lane Belangia, Community Health Center CEO
Barry George, MD	Pam Palm, Planning Education & Promotion Director
Diane Goodrich	Nate Overholt, Environmental Health Director
Lee Rhoades	Cyndie Miller, WIC Director
	Katie Hunter, Fiscal Coordinator
	Carmen Barbuto, Accreditation Coordinator
	Brett Berger, Information Technologist
	Bailie Miller, HR Generalist
ABSENT	GUESTS
Barb Brenneman	Josh Morrison, Mount Vernon News
	Grant Pepper, Knox Pages

1. Convention

1.1. Call to Order

Eric Siekkinen, RPh called the meeting to order at 6:32 p.m.

1.2. Acceptance of Agenda

Amanda Rogers, DVM, made a motion to accept the agenda. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

1.3. Approval of the minutes for July 22, 2020 Board of Health meeting.

The minutes of the regular meeting held, July 22, 2020 were reviewed and accepted. Joe Porter made a motion to approve the minutes. Lee Rhoades seconded the motion; Jeff Harmer made a motion to correct section 1.3 approval of the minutes for July 22, 2020. Amanda Rogers, DVM seconded the motion; in the negative: none. The motion was approved.

1.4. Approval of Bills

Lee Rhoades made a motion the accounts payable be approved and payment authorized with the itemized list becoming by reference a part of the minutes. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

FUND	AMOUNT
801 - General Fund	46,753.86
805 - Swimming Pool Fund	2,180.40
806 - Food Service Fund	335.12
807 - Private Water Fund	2,259.85
808 - WIC Grant	285.00
809 - Sewage Program Fund	1,477.29
810 - RV Park/Camp Fund	1,315.00
811 - Creating Healthy Communities Grant	145.72
812 - Public Hlth Emergency Preparedness Grant	212.15
814 - Community Health Center Grant	89,167.69
830 - Drug Free Communities	583.83
Total	\$144,715.91

THEN & NOW

801 - General Fund	1,372.37
805 - Swimming Pool Fund	262.40
806 - Food Service Fund	192.00
808 - WIC Grant	185.00
809 - Sewage Program Fund	184.29
810 - RV Park/Camp Fund	655.00
814 - Community Health Center Grant	16,132.39
Total	\$18,983.45

1.5. Public Participation - None

2. Hearing/Reading/Regulations - None

3. Special Reports

3.1 Board Report - None

3.2. Leadership Report

DEPUTY HEALTH COMMISSIONER REPORT - Zach Green, Director

Zach reported that he continues to review sporting event plans. Students are back in school. Dealing with infrastructure issues (air conditioning unit and back flow system)

Accreditation

The focus of Accreditation, Performance Management, and QI remain education for the staff and BOH. Carmen will be testing a new, in-depth, interactive training for the staff on August 26th with the Strategic Impact Team. The training will be rolled out to all KPH staff following any revisions from the SIT. This month, the agency performance metrics were revised and rewritten to better reflect the agency's strategic goals, key community health indicators, KPH programming, and PHAB Domains. The intent is to help accurately capture the impact we are making on the community, the progress towards our strategic goals, and help educate staff on how all these elements tie together. Finally, while it is hard to believe, it is time to start thinking about our next Community Health Assessment and Improvement Plan, more to come next month on the plan moving forward and state requirements regarding these documents due to COVID19.

Facility/Maintenance

Annual shredding of records was completed and 26 boxes were destroyed in accordance to the agency record retention schedule. In regards to the ongoing barriers with Zoom within the agency and internet issues this has been resolved. The security setting within one of the switches was blocking the performance once Zoom was launched. Lastly, the contract with ComDoc for copier, faxing, printing, scanning, etc is coming to an end. With that stated, we have been in negotiations with Modern Office Methods to take over such services at KPH. The projected savings is approximately \$10k per year and it is a five-year agreement.

Fiscal

The state audit started at the beginning of July and should be wrapped up at the end of August. The audit is all being conducted remotely. Fiscal has started working on Cost Methodology for the EH Programs and plans to have that completed the end of September. ODH has scheduled a Cost Methodology workshop for Food Service in September. Additionally, we are starting to get requests from the leadership team on what they request to be potentially added into their budget for 2021. The finance committee will meet again in September to begin looking at the 2021 appropriations.

Public Health Emergency Preparedness (PHEP)

Through July the EPC has continued to serve as the Logistics Manager for the Knox County Emergency Operations Center. The push to have the new formatting of the ERP has not been able to be completed. This is due to the time invested in planning for drive thru COVID-19 testing. All PHEP FY20 deliverables have been expensed. PHEP FY21 has had no deliverables that have been expensed to this point.

Fiscal Coordinator Report – Katie Hunter

KNOX COUNTY GENERAL HEALTH DISTRICT BUDGET HIGHLIGHTS July 31, 2020									
	July Revenue			July Expense			July Cash Balance		
	2020	2019	2018	2020	2019	2018	2020	2019	2018
District Health Fund									
801 - District Health Fund*	86,569.97	533,581.26	581,037.73	213,216.18	116,208.59	262,948.58	1,662,531.08	1,121,810.98	1,099,827.80
Environmental Health Restricted Funds									
805 - Swimming Pool Fund	1,008.00	0.00	0.00	3,618.44	1,730.93	1,698.56	3,357.55	5,127.59	7,957.36
806 - Food Service Fund	2,989.00	2,590.00	2,493.00	12,799.45	14,467.37	14,543.29	57,897.88	38,363.80	53,905.14
807 - Private Water Fund	5,742.05	5,727.00	36,882.90	8,229.31	5,252.25	36,713.04	6,299.00	5,940.50	7,070.01
809 - Sewage Program Fund	12,905.00	8,128.00	10,596.00	11,022.90	7,000.30	26,297.80	13,817.38	13,795.47	27,478.50
810 - RV Park/Camp Fund	182.00	0.00	0.00	1,960.26	869.15	1,141.87	6,747.86	1,224.13	5,025.47
Subtotal	22,826.05	16,445.00	49,971.90	37,630.36	29,320.00	80,394.56	88,119.67	64,451.49	101,436.48
Special Revenue Funds									
803 - Home Health Fund	0.00	51,876.25	39,203.79	0.00	25,186.51	36,002.01	0.00	854,449.18	802,833.42
819 - Solid Waste Fund	0.00	8,911.16	8,779.46	1,915.20	2,048.08	2,836.15	14,759.73	15,725.53	17,574.83
Subtotal	0.00	60,787.41	47,983.25	1,915.20	27,234.59	38,838.16	14,759.73	870,174.71	820,408.25
Grant Funds									
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	22,415.44	22,501.48	48,584.39	30,596.17	22,846.62	70,422.87	34,563.22	10,735.43	7,620.55
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	6,937.91	4,252.40	24,000.00	9,591.70	6,417.86	30,283.56	27,232.78	27,079.32	7,181.30
812 - PHEP Grant Fund FY July 1 - June 30	4,391.80	8,596.47	18,539.19	6,369.98	5,097.17	35,553.24	17,618.26	24,242.01	12,815.51
813 - MCH/MIQ2 Grant Fund FY Oct. 1 - Sept. 30	8,550.00	2,560.66	4,691.94	3,213.82	5,518.58	3,683.84	58,357.73	55,463.19	36,147.19
814 - Community Health Center Grant FY April 1 - Mar 31	226,249.15	199,569.73	153,113.11	252,965.44	165,084.97	186,349.73	83,165.45	65,210.48	37,349.43
830 - Drug Free Communities FY Oct. 1 - Sept. 30	764.97	14,915.94	10,102.39	9,794.67	14,606.06	14,864.76	25,936.01	4,433.26	8.79
Subtotal	269,309.27	252,396.68	259,031.02	312,531.78	219,571.26	341,158.00	246,873.45	187,163.69	101,122.77
TOTAL ALL FUNDS	378,705.29	863,210.35	938,023.90	565,293.52	392,334.44	723,339.30	2,012,283.93	2,243,600.87	2,122,795.30

*Includes Health Levy, Political Subsidies, Vital Statistics, CMH, Safe Communities, TUPC Grant, United Way Grants.

HUMAN RESOURCES – Joyce Frazee, Human Resource Supervisor

Joyce reported the search for the open CMA, RN, and Administrative Assistant positions has begun.

Covid was the last thing on anyone's mind when the search to fill two administrative assistant positions started this past February. Thanks to Brett Berger the front reception and vital statistics position was filled immediately and he continues to support the agency in his IT role as well. We had just made an offer to one of the applicants (Hannah Oliver) to fill the second administrative assistant position when plans were put into place to limit services and staff were sent home to work remotely.

Even with Covid still very present, the need was still there to fill the second administrative assistant role so I reached out to Hannah to find out if she was still available and interested in the position....luckily, she was. With that said, Hannah started Monday, August 3. The approval to hire Hannah is on the agenda for this month.

The first two weeks she has been learning the Vital Statistics role and responsibilities and the front office reception. Staff can learn a tremendous amount of information regarding the agency from sitting at the front office area. The third week Hannah started learning accounts payable and other administrative duties to support the agency. Hannah is fitting in well.

Longevity Pay Policy is being reviewed by the BOH Finance Committee –

Joe Porter reached out to Julie and I and suggested that board members who are not in attendance at a board meeting should refrain from make a motion to approve the minutes from that said meeting. You will notice in the July board minutes section 1.3 Approval of Minutes, I have Joe Porter and Jeff Harmer listed as abstained from the vote since they were not in attendance of the June meeting. This will continue to be the process moving forward.

Just a reminder Board training is scheduled for August, September and October. The training for August will be held in the conference room @ 6:00 p.m. before the board meeting @ 6:30 p.m.

INFORMATION TECHNOLOGY (IT) & VITAL STATISTICS REPORT – Brett Berger

IT: Office upgrade is on track to complete by end of August. as of 8/18, 76 of 89 machines are upgraded. We were able to purchase 9 laptops with Contact Tracing grant funds, I am in the process of rolling those out. We also completed replacing the machines that were due to be replaced due to age in the Health Center.

Vital Stats: Birth certificate numbers continue to hold steady between 225 to 250 a month. Death certificates around 150 month. The new application form seems to be working well, customers don't seem to find the new form as confusing.

ENVIRONMENTAL HEALTH – Nate Overholt, R.S., Director

Nate thanked his staff for keeping the EH division operating in his absence.

A third bat has tested positive for rabies in Knox County this year. An individual was cleaning a cabin outside of Danville and found a bat inside. The individual picked up the bat without any gloves or personal protective equipment and was bit on the arm. The bat was brought in to the health department and the bat was submitted to the Ohio Department of Health for testing.

Private Water System (PWS) and Household Sewage Treatment System (HSTS) permits continue to remain steady. For the month of July, 10 PWS permits along with 21 HSTS permits were processed.

Due to the Covid-19 Pandemic, four food service operations were never in operation or an event was cancelled last month and have requested refunds. Also, one public swimming pool has requested a refund as they were never in operation. While completing the budget for this fiscal year, refunds were not expected. Therefore, monies have been moved around different line items to cover for the requested refunds in the food and public swimming pool programs.

The environmental health staff continue to be busy performing their daily activities, along with follow-up on numerous Covid-19 complaints/concerns. Within the past few weeks, staff have notified two different entities that they cannot hold specific events due to mass gathering restrictions in the Director of Health's Order that remains in effect until the pandemic is over and the order lifted. One of the businesses decided to hold the event (car show) anyways even after being told the event goes against the health orders written by the Ohio Director of Health. The Mount Vernon Police Department was notified and responded to the event. For officer safety, the event was not closed during the response. Body camera footage and a report was taken and submitted to the Law Director for review.

PLANNING EDUCATION & PROMOTION – Pam Palm, Director

We have been busy with other activities other than COVID-19...

KSAAT and New Directions have completed a training manual for an online version of Hidden in Plain Sight as well as a video production entitled Keep Knox Safe. Keep Knox Safe is a combination of server knowledge training, bystander intervention, and See the Signs (sexual/physical violence) for bar owners/employees to view online.

KSAAT worked as part of a cohort that applied and received a HRSA grant that focuses on opioid response in rural communities. The three-year grant provides funding for KSAAT to purchase Narcan (naloxone) kits, provide education and conduct Narcan training. Grant funding will also be used to purchase a 24/7 drug drop box for Danville, bringing the total number of drop off boxes in the country to four.

Even though the state has given approval for 5k events, the KSAAT Teen Advisory Council will conduct its annual Color for a Cause 5k walk/run as a virtual event allowing participants a week to complete the run.

In cooperation with The Freedom Center, Hospice of Knox County, Knox Community Hospital and Riverside Recovery Service, KSAAT members have planned a memorial event for Aug. 31 in recognition of International Overdose Awareness Day. Activities will take place on the lawn near the viaduct to allow for social distancing and all attendees will be required to wear a facial covering.

In July, Tami Ruhl hosted an online Walk Audit Training with Julie Walcoff from Toole Design Group. The training featured discussion on how to gather information on street conditions, engage community members, and plan traffic safety projects. Beginning in late August and continuing in September, 35 MVNU students will conduct walk audits as part of a class on population health. Tami and members of the Get Healthy Knox coalition members are developing walking routes for the students to evaluate during the clinical portion of the class. The data collected will be shared with the city planners and elected officials and may be used for future funding applications for street improvements.

Tami submitted the 2021 Creating Healthy Communities continuation grant application in July. Notification of awards will be sent out in November/December. Potential projects include Active Transportation Master Planning, Implementation of Healthy Meetings Policies, and Healthy Retail strategies.

Tami met with Mayor Sands and the Centerburg Strategic Planning Steering Committee to identify pedestrian infrastructure improvements needed within the village. The group decided to use the Creating Healthy Communities funds to support the construction of the Welcome Center on the Heart of Ohio Trail. Tami is working with state CHC consultants to obtain approval for the project.

Despite not be able to hold weekly cessation classes, the tobacco cessation program enrolled three new clients in July for a total of 36 clients for the year. We are planning to return to weekly sessions with COVID-19 precautions in September.

According to Google Analytics, the knoxhealth.com website had 15,077 users in July, participating in 42,073 sessions and 67,805 page views. The most viewed page was the COVID-19 page with 42,836 views, followed by the Front Page (16,312), KCCHC (814) and the BOH page (771).

Alayna Mowry, who oversees our social media, reports Knox Public Health has up to over 5,800 followers on Facebook. In addition to COVID-19, we have been posting about seat belt safety for kids, Breastfeeding Awareness Month, back to school immunizations and job openings.

Despite a four-month shut down due to COVID-19, we have kept up with the Ohio Buckles Buckeyes car seat program. So far this year we have distributed 34 car seats compared to 38 at this time last year, with more than 20 of the seats distributed since the beginning of July. Instead of a class format, distribution of car seats is down conducted on a drive-thru basis with only one client per hour; the client and car seat tech must wear a mask and practice social distancing; a new (clean) clipboard and pen is used for each client and there is additional cleaning of materials and space.

Posting of the “numbers” is a big part of our daily reporting on COVID-19. Alayna has recreated the details chart which features the case demographics, into a Google Docs with the most recent cases first and making it available online so various staff can update as needed. The chart is now “live” on the website with the most updated version always available on the website. Alayna also created a new handout for anyone participating in COVID-19 testing. It outlines post-test follow up and shows how to check for test results on the LabCorp website. Both Alayna and Elisa are helping Public Health Outreach with contract tracing.

As part of her promotion of the Health Center, Alayna worked with the dental staff to create the No Cavity Club. Pictures are taken of youth patients who don't have cavities at their cleaning appointment and then posted monthly in the hallway outside the dental room. The patients can "autograph" the monthly postings. For patients who qualify for the No Cavity Club, a drawing will take place to receive an electric toothbrush.

PUBLIC HEALTH OUTREACH – Lisa Dudgeon, Director of Nursing

- Children with Medical Handicaps program continuing to do tele-visits at this time
- Newborn home visit referrals have decreased as well as cribs for kids referrals over the last few weeks
- Began doing immunizations at Danville Sanctuary again this month. Had a full schedule and it went very well with extended appointment times to allow for social distancing and cleaning

between appointments. Continuing to do immunizations at the Health Center three days/week with extended time to allow for social distancing and cleaning between appointments.

- COVID Updates
 - o COVID call line receiving less calls, averaging around 30 calls per day now. Approximately half of the callers are requesting testing or asking if they should be tested. The other calls are questions about COVID, people asking for test results, people asking for advice, or people making complaints.
 - o The drive thru testing event at the fairgrounds was not as busy as we anticipated. We tested 155 people. There were 4 new positive tests, all were from other counties (2-Licking, 1-Morrow, 1-Fairfield).
 - o We are currently doing COVID testing at Knox Public Health four days/week. The number scheduled tests has also declined. We were testing 30-40/day but now we are testing around 20/day or less. The majority of these are asymptomatic individuals. Most of the asymptomatic tests are for testing to return to work/school, for travel reasons, or exposures.
 - o Working on planning for upcoming flu season and how we will administer flu vaccines
 - o School nurses are continuing to assist with COVID response and will begin to return to school functions as circumstances allow.
- **Tuberculosis Policy has been reviewed and no changes have been made at this time. The TB Policy is on the agenda for approval.**

WIC, Cyndie Miller, R.D., L.D. WIC Director

Caseload was 782 participants for June (a decrease of 34) impacted by COVID19 pandemic. Referrals included “7” to the Mommy & Me Smoking Cessation program and “1” to the CHC (0 Adults, 0 infants, and 1 child).

36 of the 248 infants (14.5 %) currently receiving WIC benefits are certified with a risk code designated as “born early” (includes infants born less than 39 weeks gestation). 1 of 74 prenatal participants is 17 years old or less (1.4%).

The FY20 Budget Revision for the Reallocation of additional WIC funds (\$4,767) was approved and an updated NOA was posted. These funds have been used to purchase two additional laptops – one for the breastfeeding peer and one for the Director/Outreach. A cell phone has also been purchased for use by the breastfeeding peer when working from home. The additional funds will also permit the purchase of office supplies for the remainder of this fiscal year.

“Curbside service” was continued as our method of service for our WIC participants during the month of July. Our breastfeeding peer helper continued working from home on Tuesdays and Thursdays, providing breastfeeding support by telephone and private Facebook messages. This also permitted four other WIC staff to work in the clinic setting with 6 foot social distancing and masks when outside of their immediate work area.

The following waivers are approved through September which allowed “curbside service” to continue throughout the month of July:

Waiver of Physical Presence, Waiver of Bloodwork/Anthropometric requirements; Waiver for food flexibilities for milk, eggs, and bread (due to shortages reported in the stores for certain WIC authorized

foods); Waiver to postpone proof of residency, proof of income, identity, etc.; Waiver of the in-person nutrition assessment requirement; Waiver of participant signature requirement of consent of rights and responsibilities and allow for WIC staff to sign on participant's behalf to attest these rights and responsibilities were provided verbally; Waiver on minimum stocking requirement for contracts with Vendors beginning July 1, 2020; Waiver of separation of duties requirements (allowing one WIC staff to determine eligibility for all certification criteria and issue WNC *benefits* for the same participant). Further extension of waivers is under discussion.

Chris Smith, of OhioHealth Mothers' Milk Bank provided training for the WIC Staff on receiving and sending mothers' milk donations. Kelly Biggs, from Environmental Health, also attended. This will permit us to have a "soft" opening of our Knox County WIC Milk Drop during Breastfeeding Awareness Month in August. WIC staff also began issuance of WIC Farmers' Market coupons on Saturday, July 18th. WIC staff are scheduled to attend the Famers' Market every Saturday through the month of August.

State WIC has gathered a committee to provide guidance on the re-opening of local WIC clinics, when waivers expire.

COMMUNITY HEALTH CENTER – Lane Belangia, CEO

Greetings I cannot believe it is already another board report time, I am sure you are just as ready to read this as I am ready to write it!. All things said, this past month has allowed the center to further settle into the new flexible and ever-changing world of Covid-19. Testing continues to run through day to day operations and through the successful completion of 2 large scale testing drive thru clinics this month. Staff and provider time have been occupied with an increase patient demand for general services in the center, (which is good) as the center has seen maximum patient appointments scheduled and requested. Not the best time to think about further growth but anytime growth is a "problem" I think it is a good challenge. Quality management of the new patient demand is a resounding positive tribute to the center staff and their ability to deliver great patient care while not knowing where the next "Covid" curve in the road is and how slow or fast the center will be able to navigate. Hats off to the staff for staying positive and provide great care.

This month brings us to August, more than half of the 2020 year has passed and the center is quickly approaching the second half of the center grant year cycle. With Covid over 5 months old and not likely to go away any time soon I have contemplated the centers collaboration with the public health agency. This has come to the forefront; in my opinion, of our ability to navigate this pandemic as well as the center has. The strong collaboration, resource allocation whether direct or indirect, and common goal to support for the community has been key to the center's ability to respond in such a comprehensive manner. The idea of housing an FQHC within a public health agency certainly has challenges. The positives outweigh these challenges. The health department's staff including leadership is and has been vital to the success the center is experiencing today.

Grant: The two of three remaining Covid grants are being expended each month to help cover response, preparation and planning time, along with staff expenses in order to sustain operations as budgeted. I will be asked to complete another quarterly report for these two remaining awards this month or next. I do not foresee any questions from HRSA with the information I will provide as the first of these reports were approved within the HRSA reporting system. The main health center grant continues to follow budgeted drawdowns. Our next large report for grant compliance is now set for next year.

Fiscal: Revenue has increased this month to \$122,429, an increase over last month's revenue of \$108,000, still below the budgeted monthly revenue of approximately \$179,000. The monthly expenses are below budget YTD, a trend the center continues to monitor closely as revenue continues to increase. Current projections without any increase in monthly revenue while controlling expenses under the same trends equate to a surplus in grant fund, this would be the first year the center could realize a surplus. When comparing trends from last year to this year the center is within \$4,000 revenue grant year to date despite the fact the center has been under the strains of Covid for the entire grant year 20/21.

Billing: The second official complaint to the Ohio Dept of Medicaid appears to have worked regarding our year plus battle with Molina to process dental claims. I have been notified these will process for payment. I would predict a large decrease in total days in AR and now would be able to accurately analyze AR with recent claim information. AR is currently 80 days which is down from the 120 mark the center saw last month.

Covid-19: Two large test clinics were run on July 20th at East Knox Schools and on August 8th at the Knox County Fairgrounds. East Knox was met with large public turnout forcing the clinic to close after 1.5 hours, short of the planned 3-hour clinic. Testing numbers for this clinic was 266 with 2 positives. The fairgrounds clinic was met with a much lesser response having only 155 tests performed with 5 positives as of the date this report was written. The funding received to address Covid is meant to meet the need of testing in our service area, the center is allocating our HRSA award for these events related to testing. The center and the health department remain open 4 days a week for public requested testing. The amount of time and resources needed to run large scale test clinics is currently higher than the response, it is my recommendation the center continues to service Mount Vernon and Danville testing through the day to day clinics and not hold large scale events unless a better indicator of community need and response can be determined.

Testing results for Covid are currently running between 2 days and 7 days for processing. The center is able to obtain 150 kits per week from our lab, this number also fluctuates depending on demand for testing in our state. The center staff is diligent in ordering test kits and PPE so not to be in short supply. The dental clinic is staged to be outfitted with one final enhancement to the physical workings of the clinic area related to new Covid guidance. A new sterilization area is scheduled to be installed in the next few months allowing the dental operator to move into the two private rooms where hygiene is currently housed and hygiene to move into the current dental operator. The reasoning behind the move is to allow the dentist to operate using two chairs, currently he can only run one chair so not to risk patient exposure through increased airborne droplets related to the types of procedures performed in the dental suite.

Co-Applicant Board Compliance: Our regular fee schedule (attached in your packet) has progressed with the center's growth. The management team of the center has evolved the fee schedule to be more reflective of FQHC price points and trends within the FQHC industry. While information indicating fair pricing perception through our quality assurance reporting to this board via satisfaction survey results and reporting of the sliding fee scale utilization the process of validating and formulating the fee schedule still falls short of the expectation. The compliance manual states:

Documentation related to Determination of Fee schedule based on health center costs and locally prevailing rates (for example, operating costs for service delivery, relative value units (RVUs) or other relevant data sources, Medicare/Medicaid cost reports)

In preparation for the pending On-site visit this board must ensure the pricing of the center's fees are determined on the evaluation of the above items. I am engaging BKD an FQHC consulting firm to help evaluate and provide the center with a compliant fee schedule. A contract for approval will be included in this month's agenda for this review. I have determined through other estimates the price to be within industry norms. Additionally, I ask for approval of the contract based on my evaluation of BKD through other peer reports as well as the Primary Care Association. The cost of this evaluation is \$7500.00 plus administrative fees covering the cost of travel if required. Half to be paid at the start of the evaluation and half to be paid upon completion. With this evaluation our center will have access to ongoing fee schedules in order to maintain a compliant fee structure at no cost.

Board Governance: There will be a MOU on the agenda to enter into an agreement with MVNU for board approval. This will be the first step in linking students of MVNU to the center for preventative care. As the need is determined the center will look to bring this clinic site into scope much as the center did for Danville. The start-up of this clinic will be slow as the university is also re-opening slowly under the Covid pandemic. As they can focus more on student health and wellness the center will assist in helping to schedule students for appointments within the center and provide consults as allowable to link students to medical, dental and behavioral health services.

CEO Update:

I am current seeking additional consumer board members. The center needs to replace two consumer board members before the on-site visit. If you know of anyone please let me know.

Thank you all for the support and service you bring to this board.

3.3. Health Commissioner

HEALTH COMMISSIONER REPORT – Julie Miller, R.N., M.S.N

Julie shared that 95% of staff time including her time is spent dealing with Covid related plans or issues. This includes plans for all high school sports, sending students back to school, reviewing plans for the MVNU and Kenyon to bring students back to campus, etc. In addition to Julie handling Covid related issues Zach, Lisa, Pam, and many of the leadership team are involved too.

Still looking for two board members.

As I write this email I think about all of the things that I wrote on my to-do list over the weekend that pertain to continuing to move our health department into the future. Many of those activities have taken a back seat to Covid-19 and now need to be acted upon. Some of those things are continuing to grow the Community Health Center, determining what our Public Health Outreach and PEP divisions should look like for better responding to community need, consideration for our space needs, and how to stay good stewards of our finances. Stay tuned as I begin to move forward through my "Not Covid related to-do list".

Here's what has and is happening at our agency:

- Covid-19 testing continues. We test individuals on-site 4 days per week by appointment. We held our last drive through testing clinic on 8/1 at the fairgrounds. 155 people were tested with only

5 positives - 4 of those individuals were residents of other counties. We will not do any further drive through test sites due to the low volume at the last.

- We are still fielding numerous complaints about a variety of Covid concerns. We address them all and make some folks happy.
- The K-12 schools and the local colleges have taken a great deal of time in preparation for opening in response to Covid. We continue to support them by answering questions and concerns.
- I am working with AOHC on legislative issues regarding changes in the ORC related to communicable disease. I am also on a committee looking at PH Modernization in Ohio which is looking at finding stable and adequate funding for PH as well as how we prove that we need the additional/adequate funding.
- I am pulling together a number of community members to discuss a "community hub or campus idea". I have been advised that the Siemens property should soon be owned/overseen locally and that our interest in the Siemens engineering building as well as other community entity's interest in other buildings may be more of a reality. The Zoom meeting is scheduled for Weds. Sept. 2 @ 1:00 pm.
- Attached to this email is the updated Strategic Plan review - I sent it to you on July 31st but want to make sure you **review it prior to approval at our August Board meeting.**
- The Board agenda at this time appears to be "business as usual". However, I have asked Joyce to add a discussion line item for the Health Inequity Statement that was sent to you by Carmen Barbuto. I have attached it again in case you haven't had a chance to look at it. **Please review and be ready to discuss.**
- Below is a link to more information regarding Health Inequity and Racism. I thought you may find this information useful for discussion purposes.

Health Policy Institute of Ohio Issues New Brief: "[Connections between Racism and Health: Taking Action to Eliminate Racism and Advance Equity](#)"

Data and research evidence are clear that racism is a systemic and ongoing crisis with serious consequences for the health and well-being of Ohioans.

As state and local leaders commit to address racism as a public health crisis, this publication outlines action steps that can be taken to eliminate racism and advance equity. This brief provides:

- A definition and explanation of racism
- A brief summary of research on the connections between racism and health
- Action steps that individuals, groups, public and private organizations and state and local government leaders can take to eliminate racism and advance equity

To access more specific resources, such as policy or practice examples and educational tools that correspond with each action step, visit HPIO's **[Action Steps to Eliminate Racism resource page](#)**.

4. New Business

4.1. Finance

4.1.1. Income and Expense

Amanda Rogers, DVM 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 JULY 31, 2020						
FUND NAME	JAN. 1, 2020 BALANCE	JULY REVENUE	YEAR-TO-DATE REVENUE	JULY EXPEND.	YEAR-TO-DATE EXPEND.	JULY 31, 2020 BALANCE
District Health Fund						
801 - District Health Fund*	1,429,804.70	86,569.97	1,489,339.51	213,216.18	1,256,613.13	1,662,531.08
Environmental Health Restricted Funds						
805 - Swimming Pool Fund	2,147.43	1,008.00	8,322.00	3,618.44	7,111.88	3,357.55
806 - Food Service Fund	17,400.58	2,989.00	172,251.75	12,799.45	131,754.45	57,897.88
807 - Private Water Fund	1,248.29	5,742.05	44,388.89	8,229.31	39,338.18	6,299.00
809 - Sewage Program Fund	6,580.70	12,905.00	65,390.00	11,022.90	58,153.32	13,817.38
810 - RV Park/Camp Fund	18.98	182.00	12,351.50	1,960.28	5,622.62	6,747.86
Subtotal	27,395.98	22,825.05	302,704.14	37,530.36	241,980.45	88,119.67
Special Revenue Funds						
819 - Solid Waste Fund	300.04	0.00	34,858.27	1,915.20	20,398.58	14,759.73
Subtotal	300.04	0.00	34,858.27	1,915.20	20,398.58	14,759.73
Grant Funds						
808 - WIC Grant Fund FY Oct. 1 - Sept. 31	21,387.78	22,415.44	199,270.08	30,598.17	186,094.65	34,563.22
811 - Creating Healthy Com Grant FY Jan. 1 - Dec. 31	19,508.39	6,937.91	64,249.58	9,591.70	56,523.19	27,232.78
812 - PHEP Grant Fund FY July 1 - June 30	7,876.33	4,391.80	60,410.42	6,369.98	50,668.49	17,618.26
813 - MCHMO2 Grant Fund FY Oct. 1 - Sept. 30	59,943.78	8,550.00	17,350.00	3,213.82	18,938.05	58,357.73
814 - Community Health Center Grant FY April 1 - Mar 31	60,089.46	226,249.15	1,394,745.27	252,965.44	1,371,669.28	83,165.45
839 - Drug Free Communities FY Oct. 1 - Sept. 30	4,319.88	784.97	87,738.33	9,794.67	68,122.20	25,936.01
Subtotal	173,123.63	269,309.27	1,823,763.68	312,531.78	1,750,013.86	246,873.45
TOTAL ALL FUNDS	1,630,624.36	378,705.29	3,650,666.60	555,293.52	3,269,006.02	2,012,283.93

*Includes Health Levy, Political Subsidies, Vital Statistics, CMH, Safe Communities, TUPC Grant, United Way Grants.

4.1.2. Transfers/Cash Advances – Resolution 2020-10

Jeff Harmer made a motion to approve Resolution 2020-10. Lee Rhoades seconded the motion. On roll call the following voted in the affirmative: Eric Siekkinen, RPh, Jeff Harmer, Lee Rhoades, Diane Goodrich, Joe Porter and Amanda Rogers, DVM: in the negative; none. The motion was approved.

Barry George, MD present for meeting but unavailable at time of voting.

RESOLUTION 2020-10

Swimming Pool Fund

1. Transfer \$1,500 from 805.1510.50101 to 805.1510.50401

Food Service Fund

1. Transfer \$300 from 806.1510.50102 to 806.1510.50401

WIC Grant Fund

1. Transfer \$2,300 from 808.1510.50103 to 808.1510.50501

Public Health Emergency Preparedness Grant

1. Transfer \$300 from 812.1510.50102 to 812.1510.50106
2. Transfer \$300 from 812.1510.50201 to 812.1510.50106

Community Health Center Grant

1. Transfer \$5,000 from 814.1510.50102 to 814.1510.50301

4.2. Personnel

4.2.1. Approval to hire Hannah Oliver, Administrative Assistant, effective August 3, 2020.

Amanda Rogers, DVM, made a motion to hire Hannah Oliver, Administrative Assistant, effective August 3, 2020. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

4.2.2. Accept Ashley Phillips resignation, effective September 18, 2020.

Jeff Harmer made a motion to accept Ashley Phillips resignation, effective September 18, 2020. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

4.3. Contracts

4.3.1. Approval of collaborative MOU with Mount Vernon Nazarene University to coordinate referral services effective September 1, 2020 and remains ongoing, pending legal counsel approval.

Amanda Rogers, DVM, made a motion to approve the collaborative MOU with Mount Vernon Nazarene University to coordinate referral services effective September 1, 2020 and remains ongoing, pending legal counsel approval. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.3.2. Approval of document management agreement with Modern Office Methods (MOM) for copier & printer services, average monthly cost \$1,200.

Jeff Harmer made a motion to approve the document management agreement with Modern Office Methods (MOM) for copier & printer services, average monthly cost \$1,200. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

4.3.3. Approval of agreement with Worklife Solutions to provide employees counseling, assessment and crisis intervention services, effective September 1, 2020 to August 31, 2022.

Jeff Harmer made a motion to approve the agreement with Worklife Solutions to provide employees counseling, assessment and crisis intervention services, effective September 1, 2020 to August 31, 2022. Joe Porter seconded the motion; in the negative: none. The motion was approved.

4.4. Board Approvals

4.4.1. Approve revised Strategic Plan 2019-2024.

Amanda Rogers, DVM, made a motion to revised Strategic Plan 2019-2024. Lee Rhoades seconded the motion; in the negative: none. The motion was approved.

4.4.2. Approval of agency Tuberculosis Control Plan.

Lee Rhoades made a motion to approve agency Tuberculosis Control Plan. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

4.4.3 Approval of KPH Basic Control Plan.

Jeff Harmer made a motion to approve the KPH Basic Control Plan. Amanda Rogers, DVM, seconded the motion; in the negative: none. The motion was approved.

4.4.4. Approval to purchase a Sterilization Center from Benco for appropriate COVID-19 control and compliance within the dental operator for a total not to exceed \$13,000.

Amanda Rogers, DVM made a motion to approve the purchase of a Sterilization Center from Benco for appropriate COVID-19 control and compliance within the dental operator for a total not to exceed \$13,000. Jeff Harmer seconded the motion; in the negative: none. The motion was approved.

4.5. Board Information/Discussion (Non-action items)

Discussion:

Health Inequity Statement

Julie began the discussion stating, over the last ten years our agency has grown exponentially. Many policies have been brought to the board for consideration. Carmen Barbuto and doctoral student Patty Clayburn prepared the agency statement on health inequity and racism that was emailed to you (the board) for review that included links and references on the topic. When you are in public health you have to become comfortable with uncomfortable topics.

Board president Eric Siekkinen opened the discussion up to the board members. Amanda Rogers, DVM shared her support for the well written document. She agreed that it was important to make a statement because it reflects the health of the people.

Jeff Harmer asked what the focus of Knox Public Health is and what issues are facing our county. His concern is that the health inequity statement may only be relevant through the year.

After board members discussed the health inequity declaration, Jeff Harmer made a motion to develop a Health Inequity Statement Committee, the motion died for lack of second.

Diane Goodrich recommended looking at the meat of the resolution and rewriting some of the paragraphs.

Eric Siekkinen asked why make a statement now when we have policies that refer to health inequity. He wanted to know why focus on one area. Suggested dropping the word racism and focus on health inequity and lower socio-economic status since the foundation of public health is access to care.

Board members were asked to review the document and email Eric their thoughts and/or suggestions to make changes to the statement by September 9th.

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

- Renewed MOA with The Alcohol and Drug Freedom Center for collaborative agency services effective July 25, 2020 and remains ongoing, non-monetary.
- Renewed MOA with Behavioral Healthcare Partners (BHP) for referral services effective July 23, 2020 through July 22, 2022.
- Renewed MOA with Knox County 9-1-1 for after-hours coverage effective May 21, 2020 through May 21, 2021

- Renewed contract with Rudi Muka Floor Cleaning for cleaning services, \$2,600 per month, \$31,450 annual max, effective July 31, 2020 through July 30, 2021

5. Adjournment

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

The Board meeting adjourned at 8:19 p.m



Eric Siekkinen
Board President Pro-Tem



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

