



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

Board Members:	Knox County Public Health / Health Center:
Hawkins, Todd, Treasurer	Belangia, Lane, CEO
Bailey, Kelly	Green, Zach Health Commissioner
White, Bruce	Sylvester, Deanar, QI/QA
Wythe, Mike, Pro-Tem	Gilley, Stacy, Behavioral Health Supervisor
Nixon, Jay, President	Snyder, Nanette, Clinical Supervisor
Lenthe, Jim	Mantel, Shanea Finance
Laughlin, Jeff	Khalil, Anggie Administrative Assistant
Absent:	Martinson, Ron, MD
Hillier, Linda	Frazee, Joyce HR Director
Perkins-Jones, Lori	Hulse, Aimee Business Office Coordinator
Tazewell, Peg, Secretary	Tucker, Aly Clinical Supervisor
	Absent:
Guest:	
Boucher, Tonya	

- **Convention**

- .1. **Call to Order**

The Meeting was called to order by Jay Nixon, at 11:33 am.

- .2. **Acceptance of the Agenda**

Jay Nixon recommend a motion to modify the agenda adding an executive session at the end. Mike Wythe seconded the motion: in the negative: none.

Jim Lenthe made a motion to approve the agenda. Jeff Laughlin seconded the motion: in the negative; none. The motion was approved.

- .3. **Approval of April 17, 2024 KCCHC Board Minutes**

Bruce White made a motion to approve the April 17, 2024 KCCHC Board Minutes. Mike Wythe seconded the motion; in the negative; none. The motion was approved.

- .4. **Public Participation – Tonya Boucher**

Jay Nixon read Tonya bio provided to the board from Tonya. Tonya is interested in becoming a Co-Applicant Consumer board member.

- .5. **Board Recognition – Lane Belangia and Jay Nixon – Laura Nance’s Retirement**

Zach Green reported that Laura Nance was a 5 year contract employee before becoming a KCCHC employee when KCCHC was funded in 2017.

- **Special Reports**

- **QI Supervisor Report – Deanar Sylvester**

- **Clinical Supervisor Report – Nan Snyder**

- **Dental Supervisor Report – Lane Belangia**

Nanette Snyder that Lane Belangia was completing the Dental X-Ray Inspection with Ohio Department of Medicaid and that we are currently looking to hire a Dental Director along with other positions.

- **Behavioral Health (BH) Supervisor Report – Stacy Gilley**

Jay Nixon stated the we are going a good job of getting rid of the stigma that goes along with Mental Health.

- **Finance – Shanea Mantel**

- **CEO Report – Lane Belangia**

Lane Belangia reported about Behavioral Health funding and the new supplemental funding available for all health centers to support UDS 2025.

- **Monthly Spotlight – PowerPoint presentations provided by Stacy Gilley on Behavioral Health and Deanar Sylvester on UDS.**

Stacy Gilley reported that UDS stands for Uniform Data Solutions and that it is submitted once a year. We currently have 11 providers. 10 work at KCCHC and 1 works at Job and Family Services. We are currently hiring 1 more and more by the end of the year.

Jim Lenthe asked what type of counseling are patients looking for? Stacy Gilley reported the age they are looking for grief, depression, anxiety, trauma, substance use depending on the age.

Mike Wythe asked if space was a hindrance? Stacey reported that space and funding are both a hindrance.

Jay Nixon stated the FQHC's do loan repayment. Does this apply to Behavioral Health? Joyce Frazee, HR stated that yes it does to apply to Behavioral Health. When we advertise for open positions, we advertise with loan repayment.

Mike Wythe asked for Behavioral Health pays for itself. Zach Green answered No.

Deanar reported that Data is compiled throughout the year such as Demographics, race, services staff for services and unique patients. A unique patient could come 1 time a year or 10 times in a year and they are only considered 1 patient. We stated we saw approx. 9,200 patients with approximately 42,000 visits. She stated a lot of CPT codes weren't mapped. We are getting those mapped to help prepare for next year. A lot of staff turn over last year hurt us for outreach. Marie Gerecke is working on outreach of Woman's Health.

- **New Business**

- **.1. Finance**

- **.1.1. Income and Expenses**

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Todd Hawkins made a motion to accept the KCCHC Income and Expenses. Jim Lenthe seconded the motion: in the negative; none. The motion was approved.

- .1.2. Recommend the acceptance of the HRSA the Notice of Award, H80CS30716-08-04 in the partially funded amount of \$506,100.00 for the Health Center 330 Grant with a project period of April 1, 2024 through March 31, 2025.

Mike Wythe made a motion to accept the HRSA the Notice of Award, H80CS30716-08-04 in the partially funded amount of \$506,100.00 for the Health Center 330 Grant with a project period of April 1, 2024 through March 31, 2025. Todd Hawkins seconded the motion: in the negative: none. The motion was approved.

.2. Personnel

- .2.1. Recommend to accept the hiring of Amy Schuman, Registered Dental Hygienist, effective June 3, 2024.

Bruce White made a motion to accept the hiring of Amy Schuman, Registered Dental Hygienist, effective June 3, 2024. Mike Wythe seconded the motion: in the negative: none. The motion was approved.

Joyce Frazee, HR, reported that Amy has been a contract employee for the last 4 years. She will be replacing Laura Nance.

- .2.2. Recommend to accept the reinstatement of Marissa Mahathy, Dental Assistant, effective May 13, 2024.

Mike Wythe made a motion to accept the reinstatement of Marissa Mahathy, Dental Assistant, effective May 13, 2024. Kelly Bailey seconded the motion: in the negative: none. The motion was approved.

Joyce Frazee, HR, reported that Marissa worked last year for a short term. She resigned due to family dynamics. She resigned less than 1 year ago. Therefore, she is being reinstated.

- .2.3. Recommend to accept the hiring of Angela Newell, Licensed Practical Nurse, effective June 3, 2024.

Discussion: Todd Hawkins asked what scenario would he say Nay? Lane Belangia reported everyone has already been properly vetted and we are using health center funds to pay their salary. Jay Nixon stated that if the Co-App board had an issue, the president and other board member would go to the Board of Health meeting and express their concerns.

Bruce White made a motion to accept the hiring of Angela Newell, Licensed Practical Nurse, effective June 3, 2024. Jim Lenthe seconded the motion: in the negative: none. The motion was approved.

.3. Board Reorganization

Recommend the appointments to Co-Applicant Board Committees (Finance and Personnel)

Discussion: Jay Nixon reported that currently the Personnel Committee consisted of Jay Nixon, Mike Wythe and Kelly Bailey is interested in becoming a Personnel Board member. Jay Nixon reported the Finance Committee of Jim Lenthe, Todd Hawkins and Peg Tazewell.

Bruce White made a motion to accept the appointment of Co-Applicant Board Committees (Finance and Personnel). Jim Lenthe seconded the motion: in the negative: none. The motion was approved.

.4. Board Approvals

.4.1. Recommend to accept the resignation of Co-Applicant Board member, Lori – Jones-Perkins.

Mike Wythe made a motion to accept the resignation of Co-Applicant Board member, Lori – Jones-Perkins. Kelly Bailey seconded the motion: in the negative: none. The motion was approved.

Discussion: Lane Belangia reported that Lori Jones-Perkins took a new job with the State of Ohio. She will be working hybrid. She will be working in the Columbus on the days of meetings.

.5. Board Approvals

- Purchase Agreement with NortonLifeLock, for enrollment in employee fraud protection, effective June 1, 2024 through May 31, 2029 with a monetary value of \$6.49/employee and a yearly max of \$1,401.84.
- 340B Pharmacy Services Agreement Amendment with Rite Aid Pharmacy to include 12 East Main Street, Danville, as a covered entity, effective April 16, 2024.
- 340 B Pharmacy Services Agreement Amendment with Walmart Pharmacy to add 12 East Main Street, Danville, as a covered entity, effective April 15, 2024.
- CB Practice Solutions and Knox County Community Health Center to provide eCW consulting services at \$150/hour with an annual maximum of \$45,070, effective May 21, 2024.

Discussion: Lane Belangia reported the provide off and onsite support with eCW issues.

- Catalyst Life Services for Qualified Sign Language Interpretative and/or Captioning services as needed effective July 1, 2024.

Discussion: Lane Belangia reported these terms haven't changed. Jay Nixon asked if we had any providers that were bi-lingual? Lane Belangia reported that we do not have any Bi-lingual providers. This is where our AI will help us out. Nanette Snyder stated that if providers were bi-lingual there still should be an interpreter that is non-biased.

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- Approval of the out-of-state travel for Aimee Hulse (in place of Katie Hunter) for the 2024 Health Center Summit, from May 8, 2024 through May 10, 2024 in Boston, MA, not to exceed \$12,000.

6. Executive Session -Property

At 12:26 pm President, Jay Nixon made a motion to enter into executive session. Mike Wythe seconded the motion. On a roll call the following voted in affirmative: Jay Nixon, Mike Wythe, Bruce White, Jim Lenthe, Kelly Bailey, Todd Hawkins and Jeff Laughlin; in the negative: none. The motion was approved.

Executive ended at 12:38 all members in attendance voted to end executive session with nothing to report

7. Adjournment

Having no further business Todd Hawkins requested a motion be made to adjourn the meeting. Bruce White seconded the motion: in the negative; none.

The meeting adjourned at 11:40 PM.

Jay Nixon
President

Mike Wythe
Pro-Tem