

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	Jason Whaley, President Pro-Tem
Megan Rice	Nathan Overholt, EH Director	Kristi Thomas, HR Generalist
Amanda Rogers, DVM	Joyce Frazee, HR Director	Ron Martinson, MD
Barb Brenneman	Deanar Sylvester, QI Director	Katie Hunter, Fiscal Director
Barry George, MD	Tina Cockrell, PHEN Director	
Eric Siekkinen, RPh	Cynthia Miller, WIC Director, Zoom	
Diane Goodrich	Lane Belangia, CHC CEO	
Dan Brinman	Nan Snyder, Clinical Director	
	Stacy Gilley, BH Director	
	Jenny Marston, HR Assistant	
<b>Guest:</b>		
Grant Ritchey, Knox Pages		

**1. Convention**

**1.1. Call to Order**

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

**1.2. Acceptance of Agenda**

Diane Goodrich made a motion to accept the agenda. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

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

Eric Siekkinen, RPh, made a motion to approve the minutes for April 17, 2024. Megan Rice seconded the motion; in the negative: none. The motion was approved.

**1.4. Approval of Bills**

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

<b>APPROVAL OF BILLS</b>	
<b>April 2024</b>	
<b>FUND</b>	<b>AMOUNT</b>
801 - General Fund	49,787.79
805 - Swimming Pool Fund	68.92
806 - Food Service Fund	8,764.89
807 - Private Water Fund	2,838.40
808 - WIC Grant	62.13
809 - Sewage Program Fund	1,561.61
812 - Public Hlth Emergency Preparedness Grant	553.20
814 - Community Health Center Grant	286,690.90
820 - ODH Grants	14,053.47
830 - Drug Free Communities	1,415.00
<b>Total</b>	<b>\$365,796.31</b>
<b>THEN &amp; NOW</b>	
801 - General Fund	4,322.18
806 - Food Service Fund	415.40
814 - Community Health Center Grant	14,438.50
<b>Total</b>	<b>\$19,176.08</b>

**1.5. Public Participation**

- Grant Ritchey, Knox Pages

**2. Hearings/Readings/Regulations**

- 2.1. Approval of HSTS variance for Doug Morgan at 19260 Hopewell Road, Mount Vernon, OH 43050, Pleasant Township Parcel # 59-02342.000 to allow an effluent pipe to go under an existing driveway on the property to the treatment area and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a).**

Dan Brinkman made a motion to approve the HSTS variance for Doug Morgan at 19260 Hopewell Road, Mount Vernon, OH 43050, Pleasant Township Parcel # 59-02342.000 to allow an effluent pipe to go under an existing driveway on the property to the treatment area and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a). Barry George, MD, seconded the motion; in the negative: none. The motion was approved.



### 3. Special Reports

#### 3.1. Board Report

#### 3.2. Health Commissioner

- Legislative
  - HB 257 - voting virtually proposal has been passed by the house, but still remains on senate floor (Senator Brenner stated on 4/19 this bill is going to fail).
  - HB 344 - elimination of replacement levies has been reported out of house committee (likely to pass out of house).
    - This bill needs to be revised and/or removed. Will work with partners locally & across the state.
- Facilities
  - All downtown parcels have been surveyed and easements are identified.
    - Sol Harris Day may now provide the first draft of the master plan
  - Main site parking lot will only be sealed this year as the entire lot will need to be resurfaced in 2025.
    - Finance committee will receive budget request in 3rd quarter
- Attended the Ohio Association of Health Commissioners conference at the end of April.
  - KPH will be pursuing other opportunities other than the state provided EH platform, Acella.
- Thanks to Leadership and other key members of the agency, all re-accreditation documents have been submitted to PHAB. Onsite visit scheduled for late Summer.
- KPH conducted the mental health forum with community partners. This was well attended and received by members of the community.
  - Future forums of this nature are being requested - creating acceptance!
- Wastewater Surveillance meeting with ODH
  - In addition to influenza monitoring, Ohio is looking to include norovirus this coming Fall. Myself and Nate Overholt met with ODH onsite at Mount Vernon Wastewater treatment plant to discuss barriers and future funding opportunities.
- Agency invested in IT infrastructure which now includes an additional server offsite for continuity purposes.
  - In addition, additional cybersecurity mitigation efforts are underway.
- Strategic Planning Retreat
  - Save The Date: Jun 25, 2024 at the 4H Ramser Building (fairgrounds) from 8:30a-11:30am.

### 4. New Business

#### 4.1. Finance

##### 4.1.1. Income and Expenses

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

##### 4.1.2. Approval of Resolution 2024-07, transfer of funds

Barry George, MD, made a motion to approve Resolution 2024-07, transfer of funds. Eric Siekkinen, PRh, seconded the motion; on roll call the following voted in the affirmative: Jeff Harmer, Diane Goodrich, Barb Brenneman, Amanda Rogers, DVM, Barry George, MD, Megan Rice, Dan Brinkman and Eric Siekkinen, RPh; in the negative: none. The motion was approved.

#### **4.2. Personnel**

##### **4.2.1. Approval to reinstate Marissa Mahathy, Dental Assistant, effective May 13, 2024.**

Megan Rice made a motion to approve the reinstatement of Marissa Mahathy, Dental Assistant, effective May 13, 2024. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

##### **4.2.2. Approval to hire Amy Schuman, Registered Dental Hygienist, effective June 3, 2024.**

Diane Goodrich made a motion to approve the hire of Amy Schuman, Registered Dental Hygienist, effective June 3, 2024. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

##### **4.2.3. Approval to hire Alexander Murray, EH Student Intern, effective June 3, 2024.**

Diane Goodrich made a motion to approve the hire of Alexander Murray, EH Student Intern, effective June 3, 2024. Dan Brinkman seconded the motion; in the negative: none. The motion was approved.

##### **4.2.4. Approval to hire Angela Newell, LPN, effective June 3, 2024.**

Eric Siekkinen, RPh, made a motion to approve the hire of Angela Newell, LPN, effective June 3, 2024. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

##### **4.2.5. Approval to hire Susan Hurley, Registered Dietitian Licensed Dietitian, effect June 10, 2024.**

Eric Siekkinen, RPh, made a motion to approve the hire of Susan Hurley, Registered Dietitian Licensed Dietitian, effective June 10, 2024. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.

##### **4.2.6. Approval to hire Joseph Porter, Mobility Management Grant Coordinator, effective July 1, 2024.**

Eric Siekkinen, RPh, made a motion to approve the hire of Joseph Porter, Mobility Management Grant Coordinator, effective July 1, 2024. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.



### 4.3. Contracts

**4.3.1. Approval of the Memorandum of Understanding with Coshocton Driving Training School LLC., in collaboration to provide driver training to students and families facing financial barriers, effective April 29, 2024 through project completion.**

Megan Rice made a motion to approve the Memorandum of Understanding with Coshocton Driving Training School LLC., in collaboration to provide driver training to students and families facing financial barriers, effective April 29, 2024 through project completion. Diane Goodrich seconded the motion; in the negative: none. The motion was approved.

**4.3.2. Approval of the Memorandum of Agreement with the Ohio Department of Public Safety and Ohio Traffic Safety Office to award driver training scholarships to eligible youth, effective April 29, 2024 through June 20, 2026 with a monetary award in the amount of \$142,000.**

Barry George, MD, made a motion to approve the Memorandum of Agreement with the Ohio Department of Public Safety and Ohio Traffic Safety Office to award driver training scholarships to eligible youth, effective April 29, 2024 through June 20, 2026 with a monetary award in the amount of \$142,000. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

**4.3.3. Approval of the Lead and Poisoning Surveillance System Agreement with Ohio Department of Health for case management and the maintenance of lead-related activities, effective May 17, 2024 through May 16, 2026 with no monetary value.**

Diane Goodrich made a motion to approve the Lead and Poisoning Surveillance System Agreement with Ohio Department of Health for case management and the maintenance of lead-related activities, effective May 17, 2024 through May 16, 2026 with no monetary value. Eric Siekkinen, RPh, seconded the motion; in the negative: none. The motion was approved.

**4.3.4. Approval of the Purchase Agreement with Norton LifeLock, for enrollment in employee fraud protection, effective June 1, 2024 through May 31, 2029 with a monetary value of \$64.90/month, not to exceed \$778.80/year.**

Amanda Rogers, DVM, made a motion to approve the Purchase Agreement with Norton LifeLock, for enrollment in employee fraud protection, effective June 1, 2024 through May 31, 2029 with a monetary value of \$64.90/month, not to exceed \$778.80/year. Megan Rice seconded the motion; in the negative: none. The motion was approved.

### 4.4. Board Approvals

**4.4.1. Approval of the agency Personnel Policy & Procedure manual.**

Eric Siekkinen, RPh, made a motion to approve the agency Personnel Policy & Procedure manual. Barb Brenneman seconded the motion; in the negative: none. The motion was approved.



**4.4.2. 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.**

Eric Siekkinen, RPh, 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. 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:
  - 340B Pharmacy Agreement Amendment with Rite Aid Pharmacy to include 12 East Main St., Danville, as a covered entity, effective April 16, 2024.
  - 340B Pharmacy Agreement Amendment with Walmart Pharmacy to include 12 East Main St., Danville, as a covered entity, effective April 15, 2024.
  - 340B Pharmacy Agreement Amendment with Conway's Danville to include 12 East Main Street, Danville, as a covered entity, effective March 28, 2024.
  - 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.
  - 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.
  - Catalyst Life Services for Qualified Sign Language Interpretative and/or Captioning services as needed effective July 1, 2024, not to exceed \$1,500/annually.
  - Purchase agreement with Barnes Advertising Corp. for billboard signs in Knox County, effective August 20, 2024 through February 19, 2025 with a monetary value of \$4,130.

● **Leadership Team**

**FISCAL DIRECTOR – Katie Hunter**

- Resolution 2024-07
  - Additional General Ledger (GL) codes were created at the auditor's office and we adopted them for our use. The codes include 50356 refunds and 50219 reimbursements.
  - The transfers for the General Fund and The Health Center Fund on the resolution are moving money into the appropriate line items. With the addition of the new expense codes, we are paying less out of other expenses and the line items help better identify what the expenses are for.
  - \$3,000 was transferred from Supplies to OPERS to cover Personnel cost and \$1,000 was transferred to Travel to cover the cost of travel for those who work within the ODH Grant.
- I have uploaded a new chart of accounts into the BOH Member Document File for reference.



- The fiscal team recently led a three month optimization project with Eclinical Works. The project ended on April 19th, the focus of the project was on revenue cycle management in the Health Center. As a result, in April we received \$430,243 in fees, which is the highest that it has been this year. This is a 36% increase in fees from March to April.

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

- NEW HIRES
  - Amy Schuman, Dental Hygienist, will officially become a member of our team on June 3, 2024. Some of you might already be familiar with her, as she has been working with us as a contractor for the past four (4) years. Amy is thrilled to transition into a permanent role within our agency, joining a team she knows so well.
  - Joe Porter has been selected to assume the responsibilities of the Mobility Management Program Coordinator. He currently serves in this capacity at Knox Area Transit. The Mobility Management Grant has been awarded to Knox Public Health, with operations set to begin on July 1, 2024.
  - Marissa Mahathy joins the agency May 13, 2024 to fill the dental assistant position.
- PERSONAL POLICY MANUAL is on the agenda for approval. To better accommodate the employees of the agency all policies that include paid leave have been combined into one, with a new name of “Paid Leave”. This will be helpful as employees will only have to search for one policy within the agency software.

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

- A Household Sewage Treatment System variance application was provided by Doug Morgan for 19260 Hopewell Road, Mount Vernon, OH 43050, Pleasant Township Parcel #59-02342.000 to allow the effluent distribution line to go under an existing driveway to the treatment area and cannot meet the isolation distances outlined in Ohio Administrative Code 3701-29-06(G)(3)(a) and requires a variance.

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

- We anticipate the addition of Joe Porter to the PHEN division in July. Joe will be responsible for the Mobility Management grant awarded to KPH from the Ohio Department of Transportation in the amount of \$103,640 for 2025. You will see the request to approve his hire on the agenda.
- Also on the agenda is the request for an approval for an MOU with Coshocton Driving School. The MOU is a requirement of the grant received from the Ohio Department of Public Safety in the amount of \$142,000 also on the agenda for approval. This funding will be used to provide drivers education scholarships to students who qualify. Coshocton Driving School will provide education and in-car experience. Payments will be made directly to the school for students applying and approved for the scholarships. We received this grant last year known as the Drive to Succeed grant, we were



awarded \$15,000 and with the great partnerships in the schools were able to help 45 students with driver's education. The increase in funding will allow us the opportunity to help with the financial burden safe drivers education can put on a family.

- The application has been submitted for the Creating Healthy Communities grant with anticipation of that award coming in June.

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

- Knox County WIC initial caseload for April 2024 is 778.
- Knox County WIC's breastfeeding initiation rate for April 2024 is 61.62%.
- Availability of most WIC infant formulas has stabilized. State WIC continues to meet with Mead Johnson on a regular basis and hold bi-weekly calls with local program directors.
- The Breastfeeding Network of Knox County met this month , and plans are being made for the August Big Latch-On and reopening of the Knox County WIC Milk Drop Site.
- ODH State WIC's 50<sup>th</sup> Celebration Open-House was held on Thursday May 2, 2024 in Columbus. As our State WIC APL described the event , "The turnout was phenomenal, and it was a joy to see WIC faces past and present, as well as those of many WIC advocates and supporters. State WIC is pleased to share Governor Mike DeWine's message to Ohio WIC staff, photographs of this historic event, as well as the WIC Timeline PowerPoint."

**See additional WIC 50th Celebration page with Governor's message and WIC Timeline PowerPoint**

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

- **Board Agenda Review:**
  - Mock survey Reminder June 13<sup>th</sup> and 14<sup>th</sup>, Board meeting with surveyor will be June the 13<sup>th</sup> from 12 to 1:00 PM
  - I will be discussing with the BOH having the first annual combined board meeting between this board and the agency board.
  - NOA approval item, the final project period NOA was received indicating the operational year April 1, 2024 to March 31, 2025 has been fully funded.
- **Board Compliance and Governance.**
  - New potential Co-app Member to attend this month's meeting to replace Pat Burdette. With Lori Jones-Perkins resigning the new board member will need to be approved officially in June of 2024. This keeps the board in compliance with consumer members. *"51% or more are patients or consumers at all time"*
  - I was able to complete a new task in the HRSA reporting system, EHB. This is a newly required annual agency update task verifying all users and contacts within the system. The task was approved.



- We had a call from our Project Officer from HRSA, Alison Wilson who is over our 330 grants. On April 26<sup>th</sup> the management team of the health center provided her a general update on health center staffing and growth year to date. We had routinely communicated with the PO in prior years but HRSA changed this procedure and now we communicate only when we have a need outside of the one-time annual call. I am not sure I agree with this new system but it does account for less work when we speak to our PO less frequently.
- **CEO report:**
  - I am working with AndHealth to help with consultation around the topic of “in-house” pharmacy for 340b benefit. The past few years have brought increased pharmaceutical manufacturers restrictions to all health centers and their 340b programs. The only way to avoid restrictions is to open up in-house pharmacies that are owned and operated by a covered entity (FQHC). FQHCs have followed a trend of developing their own pharmacies at a rapid pace over the past two years as it is the only way to protect the 340b dollar. It is time we embrace this concept and see what having an in-house model will produce for our health center. The valuation of the in house pharmacy model in our center will provide us the information needed to decide on whether our health center would benefit. This process will take several months and will entail all the potential options for pharmacy development within this health center.
  - We had a large contingency attend the spring Ohio Association of Community Health Centers Conference April 30 to May 1 last week. We learned about many new rulings regarding annual health center funding and new compliance regulations along with clinic best practices, for those who attended it was also a good networking opportunity. This year the conference had record breaking attendance as well. The first person I was introduced to was a co-applicant board member from OSU Health and Wellness (another public entity FQHC) as a reminder this conference is always open to board members from both the Co-app and BOH boards.
  - May celebrates National Nurses Week, shout out to all of our LPNs and RNs and CNPs!!
  - Special thanks to Jen O'hara, one of our public health nurses who works at the Career Center. She helped organize and transport 10 students to our main location for their annual hygiene appointment April 30<sup>th</sup> and May 1<sup>st</sup>. This was a great idea and exactly why a public health department should have a FQHC! Thank you for being proactive and an advocate to your students, Jen!!
  - Also, special recognition to Michelle Bruff LPN who has successfully graduated as a Registered Nurse from COTC. Michelle plans on continuing her education and is pursuing her Bachelor's Degree while continuing to work in the Health Center. Michelle is a great nurse and a valued employee, congratulation to Michelle and her family in achievement of this special degree.



**CLINICAL DIRECTOR – Nan Snyder, RN**

**Mid-Office Staff – Aly Tucker, LPN, Clinical Supervisor**

**A day in the life of a Mid Office Staff member (Nurses/Medical Assistants)**

The mid-office staff starts their day by coming into one of our various health centers at 8 am. Between 8-8:15 am, they gather information on preventative screenings and needs for our patients for that particular day. They discuss these needs as a group in a morning huddle involving the PSRs, providers, and mid-office staff members. After that, they begin rooming the first patient of the day. Mid-office will find ways to best balance patient care during their work day. This includes when to check voicemails and respond to patients who are calling in, when to complete prior authorizations for medications, and when to call patients for their lab results. They also work diligently to coordinate the best care possible for our patients here at the Knox County Community Health Centers. This includes, but is not limited to, helping set up transportation for the patients, setting up an appointment for dental, and getting our patients set up with programs we offer through Knox Public Health, such as smoking cessation. I hope this gives insight into how our mid-office staff members function daily.

**Medical Providers – Jordan Moore, CNP, Chief Nursing Officer**

As we move out of cold and flu season, we have seen the number of visits to The Walk-in Clinic reduce. In June, we will be moving from a two-provider-per-day model to a one-provider-per-day model. This change will allow providers to treat fewer patients with acute issues and more patients who want to establish primary care with Knox County Community Health Center.

**Patient Service Representatives – Aimee Hulse, Business Office Coordinator**

The PSRs have been hard at work being cross-trained and taking on additional responsibilities, which will help continue the flexibility of allowing staff time off when requested. Stephanie K has been learning the ins and outs of Behavioral Health. Jen E has been designated as the dental check-out PSR at the Upper Gilchrist office to provide patients with consistency. She is also going to be managing dental referrals at the Upper Gilchrist office. Amanda W. has successfully completed the orientation process and will be added to the schedule as an independent PSR.

**Clinical Director – Nanette Snyder, RN BSN**

The Medical Clinic leadership team has been working hard to improve communication with our employees. Each leadership team member manages a Google shared drive where employees can go to look up policies and workflows when questions arise. Each month, there is a Health Center staff meeting, which includes breakout sessions for each service line, the medical providers, mid-office staff, and PSRs. This is when the leaders have to educate on new processes and have open discussions with staff members. Our employees have great ideas and insight about how processes can improve.



We are continuing to improve the number of Medicare Annual Wellness, and at the time of this writing we are the third top clinic in the OACHC cohort measuring the completion of these visits. We continue to work on patient preventative measures and the best patient outcomes.

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

- **Dawn Priest, LISW-S**, reports, "I have a young man that came to see me one year ago. During the assessment he reported having suicidal ideation, severe depression, and was anxious. He could not look me in the eye and mumbled. He worried about everything, especially what others would think of him. His father has significant health problems and my client witnessed his father having a stroke and had to call 911. My client would ruminate on negative thoughts about his father possibly passing away and about feeling he was a failure because he didn't have plans for his future while his peers planned on going to college. My client used the phrase "what if (this happens)" often and I would say "what if it doesn't". Through CBT, ACT, mindfulness, mirror work, and practicing exposure therapy, my client started understanding that he does not have control over much and started asking himself, "Is that my worry?" Just 6 months ago, He gradually started stepping out of his comfort zone and was able to reframe and utilize perspective taking on his own. I'm so proud to report this young man is 18-years-old, graduating high school with good grades, and will be attending college in the fall. Furthermore, he is able to start and hold a conversation, has great eye contact, works out regularly, and takes boxing lessons! His confidence has improved and we are working together on a maintenance plan for the fall when he starts college."
- **Paul Hart-Ruthenbeck, LCDC III**, reports, Referral to Lillian for help with SSDI paperwork that a client was feeling overwhelmed by, ends up he had it all figured out and only needed to sign and submit the paperwork. She was also able to help him set up his new government issued phone
- **Chris Remy, LISW-S**, reports, "I'm working with a 7 year old child, recently adopted, who has gone through major life changes within the last year (losing all contact with bio father and mother, being in foster care and then adopted, half sibling in her life, then taken out of her life, and now back in her life, as well as adjusting to a new school and new family with foster children). She has done an amazing job working through emotions and learning and implementing coping skills that we have gone from weekly counseling to quarterly due to her progress."
- **Paul Hart-Ruthenbeck, LCDC III**, reports, SMART Recovery is averaging 10-12 people with someone new to the area, living her only 6 days, attending to help in her ongoing recovery and to find support in a new community.



**QUALITY DIRECTOR - Deonar Sylvester, RN**

- On May 1<sup>st</sup>, we initiated an update to our current EMR (Electronic Medical Record) software, to provide users with the most recent version of eClinicalWorks. By updating the EMR, we obtain access to several new safety features and enhancements, providing the opportunity to develop more efficient workflows, streamline documentation processes, enhance clinical decision support, along with many additional tools to assist in the delivery of higher quality of care.
- Over the next couple of months, there will be a focus on ensuring new EMR user settings are assigned, appropriate, and uniform for all EMR users; enhanced security features are in place and operational to support future implementation of additional digital tools for improved patient services.

*\*\*\*April 2024 UDS Education- Clinical and Behavior Health will be presented in person.*

- **Patient Care Navigator- Lillian Collins**
  - For the month of April, there were 11 new referrals, some in need of assistance for more than one resource. Lillian was able to provide produce prescriptions (Rx) totaling \$870 for the month.
  - The Top resources utilized were produce Rx & diet instruction program-(4 new, 12 currently enrolled), In House appointments- (9), Medicaid/Medicare assistance- (4/1), Transportation- (5), Housing/Utilities-(4), SSDI paperwork- (2).
  - In addition to meeting patients and providing services in three locations, Lillian continues to help fill staffing needs in our WIC locations, as needed. Patients have expressed their appreciation for Lillian's patience and assistance with completing applications for insurance coverage.
- **Population Health Navigator- Tara Mertler**
  - Top 5 Care Gap Focus Measures:
    - Completed Annual Well Child Visit outreach campaign via Care Message in the Month of April
    - For the Month of May: An outreach message is scheduled for the following Care Cap Measures
    - (Marie is also continuing her efforts to outreach to female patients identified to be due for cervical cancer screening via phone calls and letters)
    - Plan for addressing the "Remaining Gaps": PSR staff are provided a list each week of patients that were due for a Medicare Annual Wellness visit and either did not complete or were not scheduled for a Future Medicare Annual wellness visit. They are using these lists to outreach to patients to get an MWV scheduled.



**6. Executive Session**

At 6:54p.m. Eric Siekkinen, RPh, made a motion to enter into executive session for land acquisition. Barb Brenneman seconded the motion; on roll call the following voted in the affirmative: Jeff Harmer, Diane Goodrich, Barb Brenneman, Amanda Rogers, DVM, Barry George, MD, Megan Rice, Dan Brinkman and Eric Siekkinen, RPh; in the negative: none. The motion was approved.

At 7:30p.m. Eric Siekkinen, RPh, made a motion to exit the executive session. Dan Brinkman seconded the motion; on roll call the following voted in the affirmative: Jeff Harmer, Diane Goodrich, Barb Brenneman, Amanda Rogers, DVM, Barry George, MD, Megan Rice, Dan Brinkman and Eric Siekkinen, RPh; in the negative: none. The motion was approved.

**7. Adjournment**

Having no further business Eric Siekkinen, RPh 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 7:31p.m.



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Jeff Harmer, Board President



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Zach Green, Health Commissioner

