

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:
Nixon, Jay, President	Green, Zach Health Commissioner
Wythe, Mike, Pro-Tem	Gilley, Stacy, Behavioral Health Supervisor
Hawkins, Todd, Treasurer	Frazee, Joyce HR Director
Tazewell, Peg, Secretary	Snyder, Nanette, Clinical Supervisor
White, Bruce	Mantel, Shanea Finance
Bailey, Kelly	Khalil, Anggie Administrative Assistant
Hillier, Linda	Hamm, Kaitlyn Interim Dental Director
Lenthe, Jim	Klepatzki, Jessica Transitional Care Management
Boucher, Tonya	
Laughlin, Jeff	
Harmer, Jeff BOH President	
	Absent:
	Sylvester, Deanar, QI/QA
Guest:	Martinson, Ron, MD
	Hulse, Aimee Business Office Coordinator

1. Convention

1.1. Call to Order

The Meeting was called to order by Jay Nixon, at 11:37 AM.

1.2. Acceptance of the Agenda

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

1.3. Approval of December 18, 2024 KCCHC Board Minutes

Todd Hawkins made a motion to approve the December 18, 2024 KCCHC Board Minutes. Peg Tazewell seconded the motion; in the negative; none. The motion was approved.

1.4. Public Participation

President of the Board of Health, Jeff Harmer present.

2. Special Reports

- **QI Supervisor Report – Deanar Sylvester**
- **Clinical Supervisor Report – Nan Snyder**
- **Dental Supervisor Report – Kaitlyn Hamm**
- **Behavioral Health Director Report – Stacy Gilley**

Jim Lenthe stated that what you are accomplishing with these people are amazing. Jay Nixon agreed.

- **Finance – Shanea Mantel**

Shanea Mantel stated that on the Aging Report she has split out the payers.

- **Health Commissioner Report**

- *Zach Green reported that there will be more to come regarding ProPoint. Propoint offers EMR and IT services. We looking to use them for IT but to use them to streamline our EMR.*
- *The downtown masterplan was present to all staff on Friday, December 13, 2024. We need to form a committee for the Capital Campaign.*
- *We are working with Centerburg Local Schools for a School Based Health Center. The business plan should be completed the 1st Qtr of 2025. We are looking to start with acute care and Behavioral Health. Potential move into Well Child visits and physicals with our partners at KCH. Centerburg can help with transporting the children.*
- *January 2, 2025 the Behavioral Health of the Mount Vernon Health Center (formally Moore's Family Practice) will be operational. Medical currently at the Main on Upper Gilchrist Road will be down the Mount Vernon Health Center on W Vine St and approximately January 10 Woman, Infant Children (WIC) will move to the main on Upper Gilchrist Road..*
- *We have grown big enough that we need a full-time CMO. Dr. Nancy Rodway has accepting position as CMO. She will also be seeing patients. Big thank you to Dr. Martinson for helping us out these last few years.*

- **Spotlight – TCM with Jessica Klepatzki**

3. New Business

3.1. Finance

3.1.1. Income and Expenses

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

3.2. Personnel

- 3.2.1.** Recommend the approval to hire Susan Strack, Certified Nurse Practitioner effective pay period beginning December 21, 2024 – January 3, 2025.

Mike Wythe made a motion to accept approval to hire Susan Strack, Certified Nurse Practitioner effective pay period beginning December 21, 2024 – January 3, 2025. Bruce White seconded the motion: in the negative; none. The motion was approved.

- 3.2.2.** Recommend the approval to hire Nancy Rodway, MD, as Chief Medical Officer, effective February 3, 2025.

Todd Hawkins made a motion to accept approval to hire Nancy Rodway, MD, as Chief Medical Officer, effective February 3, 2025. Peg Tazewell seconded the motion: in the negative; none. The motion was approved.

- 3.2.3.** Recommend the approval to hire Jeannie Wilson, Expanded Function Dental Assistant, effective January 6, 2025.

Todd Hawkins made a motion to accept approval to hire Jeannie Wilson, Expanded Function Dental Assistant, effective January 6, 2025. Jeff Laughlin seconded the motion: in the negative; none. The motion was approved.

Jay Nixon asked what an Expanded Function Dental Assistant. Dental Director, Kaitlyn Hamm stated they were a step above a dental assistant and they are able to place fillings.

3.3. Board Approvals

- 3.3.1.** Approve the credentialing and granting privileges to practice as a Certified Nurse Practitioner in the Knox County Community Health Center for Susan Strack, effective December 21, 2024 through December 25, 2026.

Peg Tazewell made a motion to approve the credentialing and granting privileges to practice as a Certified Nurse Practitioner in the Knox County Community Health Center for Susan Strack, effective December 21, 2024 through December 25, 2026. Kelly Bailey seconded the motion: in the negative; none. The motion was approved.

Jim Lenthe asked if 2 year is the normal credential period of time? Joyce Frazee, Director of Human Resources replied that it was the normal period of time.

- 3.3.2.** Approve the credentialing and granting privileges to practice as a Doctor of Medicine in the Knox County Community Health Center for Nancy Rodway, effective February 3, 2025 through February 2, 2027.

Jim Lenthe made a motion to approve the credentialing and granting privileges to practice as a Certified Nurse Practitioner in the Knox County Community Health Center for as a Doctor of Medicine in the Knox County Community Health Center for Nancy Rodway, effective February 3, 2025 through February 2, 2027. Tonya Boucher seconded the motion: in the negative; none. The motion was approved.

4. Board Information Non-Action Items

- **Health Commissioner approved/signed the following:**
 - Renewal of the contract with Raison Group for CEO Consultation Services within the Knox county Community Health Center, effective January 1, 2025 through December 31, 2025, with a monetary value of \$1,500/month, not to exceed \$18,000.
 - Renewal of the affiliation agreement with Chamberlin University for clinical students, effective January 18, 2025 through January 17, 2028, with no monetary value.
 - Renewal of the contract with John Cheek, DDS, for oral surgical services with the Knox County Community Health Center, effective January 1, 2025 through December 31, 2025, with a monetary value of \$100/hour, not to exceed \$45,000/year.
 - Renewal of the contract with Simona Moore, ARPN-CNP, to provide Nurse Practitioner within the Knox County Community Health Center, effective January 1, 2025 through December 31, 2025, with a monetary value of \$90/hour, not to exceed \$132,000/year.
 - Renewal of the contract with William Elder, MD, to provide services as a family physician within the Knox County Community Health Center, effective January 1, 2025

through December 31, 2025, with a monetary value of \$9/hour, not to exceed \$21,100/year.

5. Executive Session

At 12:19 PM Bruce White made a motion to enter into an executive Session. Todd Hawkins seconded the motion: in the negative; none. The motion was approved. On a roll call the following voted in affirmative: Jay Nixon, Linda Hillier, Mike Wythe, Todd Hawkins, Jeff Laughlin, Peg Tazewell, Kelly Bailey, Jim Lenthe, Jeff Laughlin and Bruce White. Health Commissioner, Zach Green, HR Director, Joyce Frazee and Jeff Harmer from the Board of Health were asked to stay.

Having no further business Jim Lenthe requested a motion be made to adjourn the executive session. Tonya Boucher seconded the motion: in the negative; none.


No motion

The executive session adjourned at 12:44 PM.

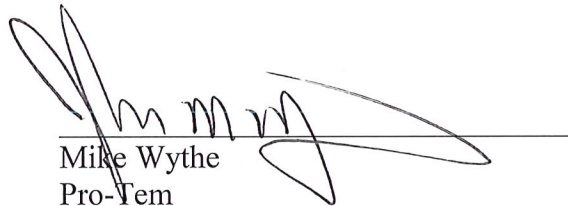
6. Adjournment

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 12:46 PM.



Jay Nixon
President



Mike Wythe
Pro-Tem