



Co-Applicant Board Minutes
February 19, 2025
Minutes

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
Hawkins, Todd, Treasurer	Schacht, Shauna CEO
Tazewell, Peg, Secretary	Sylvester, Deanar, QI/QA
Lenthe, Jim	Gilley, Stacy, Behavioral Health Supervisor
Boucher, Tonya	Snyder, Nanette, Clinical Supervisor
Laughlin, Jeff	Mantel, Shanea Finance
	Rodway, Nancy MD
	Fraze, Joyce HR Director
Absent:	Hulse, Aimee Business Office Supervisor
Wythe, Mike, Pro-Tem	Hamm, Kaitlyn Dental Director
Bailey, Kelly	Hunter, Katie, Fiscal Director
White, Bruce	
Hillier, Linda	
Guest:	Absent:
Dapprich, Suzanne, KPH	Khalil, Angie Administrative Assistant
Thomas, Kristi, KPH	

1. Convention

1.1. Call to Order

The Meeting was called to order by Jay Nixon, at 11:31 PM.

1.2. Acceptance of the Agenda

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

1.3. Approval of January 15, 2025 KCCHC Board Minutes

Tonya Boucher made a motion to approve the **January 15, 2025 KCCHC Board Minutes**. Jim Lenthe seconded the motion; in the negative; none. The motion was approved.

1.4. Public Participation

Suzanne Dapprich and Kristi Thomas from KPH

2. Special Reports

- **QI Supervisor Report – Deanar Sylvester**
- **Clinical Supervisor Report – Nan Snyder**
- **Dental Supervisor Report – Kaitlyn Hamm**
- **Behavioral Health Director Report – Stacy Gilley**
- **Communications (Quarterly) – Logan Schofield**

- **Finance – Shanea Mantel**
- **CEO Report – Lane Belangia**

Peg Tazewell entered at 11:37 am

3. New Business

3.1. Finance

3.1.1. Income and Expenses

Tonya Boucher made a motion to accept the KCCHC Income and Expenses. Peg Tazewell seconded the motion: in the negative; none. The motion was approved.

3.2. Contracts

3.2.1. Accept the approval of the sublease agreement with Dr. Brian L. Barkett, Psy.D., and the Knox County Community Health Center for the rental of 300 square feet at 206 S Mulberry Street, Mt. Vernon, Ohio 43050, effective March 3, 2025 through February 2, 2027, with a monetary value of \$225/month and a maximum of \$2,700/year.

Peg Tazewell made a motion to approve the KCCHC the sublease agreement with Dr. Brian L. Barkett, Psy.D., and the Knox County Community Health Center for the rental of 300 square feet at 206 S Mulberry Street, Mt. Vernon, Ohio 43050, effective March 3, 2025 through February 2, 2027, with a monetary value of \$225/month and a maximum of \$2,700/year. Tonya Boucher seconded the motion: in the negative; none. The motion was approved.

3.3. Board Approvals

3.3.1. Approval of the 2025 Sliding Fee Scale for the Knox County Community Health Center based on the 2025 Federal Poverty Guidelines.

Tonya Boucher made a motion to approve the 2025 Sliding Fee Scale for the Knox County Community Health Center based on the 2025 Federal Poverty Guidelines. Peg Tazewell seconded the motion: in the negative; none. The motion was approved.

3.3.2. Adopt the 2024 Knox Public Health fee schedule, which includes the Knox County Community Health Center fees and Sliding Fee Schedule.

Peg Tazewell made a motion to adopt the 2024 Knox Public Health fee schedule, which includes the Knox County Community Health Center fees and Sliding Fee Schedule. Tonya Boucher seconded the motion: in the negative; none. The motion was approved.

3.3.3. Accept the submission of the 2024 Uniform Data System (UDS) Report submitted on February 15, 2025.

Tonya Boucher made a motion to accept the submission of the 2024 Uniform Data System (UDS) Report submitted on February 15, 2025. Jim Lenthe seconded the motion; in the negative; none. The motion was approved.

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3.3.4. Accept the approval of the agency Emergency Operations Plan.

Jim Lenthe made a motion to accept the approval of the agency Emergency Operations Plan. Jeff Laughlin seconded the motion; in the negative; none. The motion was approved.

3.3.5. Approval of the following policies for the Knox County Community Health Center:

- Refusal of Periodontal Treatment
- Patient Refusal of Dental X-Rays

Tonya Boucher made a motion to approve the Refusal of Periodontal Treatment and Patient Refusal of Dental X-Ray policies for the Knox County Community Health Center. Jeff Laughlin seconded the motion: in the negative; none. The motion was approved.

3.3.6. Approve to re-appoint Jim Lenthe to the Knox County Community Health Center Co-Applicant Board through June 1, 2029.

Tonya Boucher made a motion to re-appoint Jim Lenthe to the Knox County Community Health Center Co-Applicant Board through June 1, 2029. Jeff Laughlin seconded the motion: in the negative; none. The motion was approved.

3.3.7. Approve to re-appoint Peg Tazewell to the Knox County Community Health Center Co-Applicant Board through February 1, 2029.

Tonya Boucher made a motion to re-appoint Peg Tazewell to the Knox County Community Health Center Co-Applicant Board through February 1, 2029.

3.3.8. Accept the resignation of Linda Hillier from the Knox County Community Health Center Co-Applicant Board effective February 12, 2025.

Peg Tazewell made a motion to accept the resignation of Linda Hillier from the Knox County Community Health Center Co-Applicant Board effective February 12, 2025

4. Board Information Non-Action Items

- **Personnel**

- Resignation of Lindsey Gilkey, APRN-CNP, effective April 25, 2025

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

- Renewal of the contract with Huntington Billboards for a billboard advertisement in Danville, Ohio, effective March 25, 2025 through January 1, 2027 with a total monetary value of \$9,072.
 - Renewal of the contract with NexGen Advertising for a digital advertisement, effective February 5, 2025 through February 4, 2026 with a monetary value of \$713.40/year.

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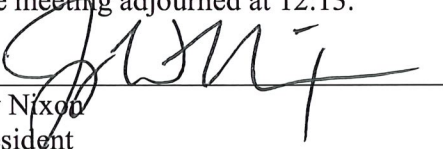
- Food voucher program with Don Leo's effective February 14, 2025 through February 13, 2026

5. Knox Public Health Update

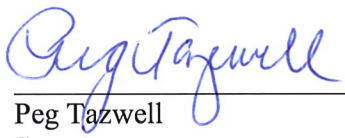
6. Adjournment

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

The meeting adjourned at 12:13.



Jay Nixon
President



Peg Tazwell
Secretary