

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:
Tazewell, Peg, Secretary	Green, Zach Health Commissioner
White, Bruce	Sylvester, Deanar, QI/QA
Lenthe, Jim	Gilley, Stacy, Behavioral Health Supervisor
Boucher, Tonya	Snyder, Nanette, Clinical Supervisor
	Mantel, Shanea Finance
Absent:	Khalil, Angie Administrative Assistant
Nixon, Jay, President	
Wythe, Mike, Pro-Tem	Frazer, Joyce HR Director
Hawkins, Todd, Treasurer	Hulse, Aimee Business Office Coordinator
Bailey, Kelly	Tucker, Aly Clinical Supervisor
Hillier, Linda	Hamm, Kaitlyn Interim Dental Director
Laughlin, Jeff	Hunter, Katie Fiscal Director
	Cockrell, Tina PHEN Director
Guest:	Overhold, Nate EH Director
Patricia Dawson – Muskingum Univ	Miller, Cyndie, WIC Director
Olivia Luli – MVNU Nursing Student	Thomas, Kristi HR
Rachel Byler – MVNU Nursing Student	
Siekkinen, Eric BOH	Absent:
Harmer, Jeff BOH President	Martinson, Ron, MD
Whaley, Jason, BOH	
Brenneman, Barb	
Rogers, Amanda	
Brickman, Dan	

1. Convention

1.1. Call to Order

The Informational meeting started at 5:05 PM, no quorum was reached.

1.2. Acceptance of the Agenda

1.3. Acceptance of September 18, 2024 KCCHC Board Minutes that were virtually approved on October 7, 2024.

1.4. Public Participation

Patricia Dawson, Student from Muskingum University. Olivia Luli and Rachel Byler, nursing students from MVNU. Both students attending the meeting for preceptor hours for Population Health Class.

Board of Health members present for an annual combined meeting. Board of Health meeting to follow at 6:30 PM.

2. Special Reports

- **QI Supervisor Report – Deonar Sylvester**

- **Clinical Supervisor Report – Nan Snyder**

Peg Tazewell stated she reviewed the clinical report and it is nice to see the numbers are up.

- **Dental Supervisor Report – Lane Belangia**

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

Peg Tazewell appreciates the stories that are shared.

- **Communications – Logan Schofield**

- **Finance – Shanea Mantel**

Shanea Mantel presented on Revenue Trends. She stated we use grant money to survive. Our monthly expenses are for more than our revenue. Peg Tazewell asked if the write offs were our write off's or insurance write offs. Shane's stated that they are both our write offs and insurance. It's currently one bucket. In 2025 she will be working on splitting the write offs out. Jeff Harmer asked if the expenses were split out. Katie Hunter stated all expenses are split buy the square footage and number of employees at each site.

- **Interim CEO Report/Health Commissioner – Zach Green**

Zach Green reported the HRSA Onsite Visit corrective action period opened up on October 1, 2024. All 5 corrective actions have been submitted. He expects a response from HRSA mid-November and is expecting 100% compliance. There were 19 corrections for Accreditation with 2 days to correct those actions. Last 6 weeks having been very taxing. The HRSA Onsite and Accreditation only happens in the same year, once every 15 years. Let alone 4 weeks apart from each other. He is thankful for the team's effort.

If any Co-App Board members would like to be on the Ad-hoc Facilities Committee please reach out to Zach. Zach is also looking for a campaign manager.

There is an On-line Community Forum schedule in October and in In Person Community Forum scheduled for November 7, 2024. We are hoping for support from community members. We envision a collaboration with our partners for telehealth and transportation. 1st qtr. 2025, we will have completed our business plan.

Potential opportunity for mental health counseling for First Responders. More to come regarding square footage in executive session.

3. New Business

3.1. Finance

3.1.1. Income and Expenses

3.1.2. Approval of submission of the fiscal year 2025 (FY25) Budget Period Progress Report (BPR) Non-Competing Continuation (NCC).

3.2. Personnel

3.2.1. Recommend to accept the resignation of Tonja Balka, Expanded Function Dental Assistant (EFDA), effective October 11, 2024.

3.2.2. Approval of the Pharmacy Service Agreement with CVS Pharmacy, Inc. (Caremark, LLC) effective October 1, 2024

3.3. Contracts

3.3.1. Approval of the Pharmacy Service Agreement with CVS Pharmacy, Inc. (Caremark, LLC) effective October 1, 2024

3.3.2. Approval of the Consultant Agreement with Burrows Consulting to serve as the interim CEO for the Knox County Community Health Center and provide grant writing services effective October 18, 2024 renewing on a month-to-month basis with a monetary value of \$15,000/month.

3.3.3. Approval of the 340B Pharmacy contract with BioPlus Specialty Pharmacy Services, LLC., effective October 15, 2024 with an automatic renewal every one year after the initial two-year term (pending legal approval).

3.3.4. Approval of the 340B Pharmacy Services Agreement between Danville Community Health Center and Knox Community Hospital Eastside Pharmacy for the 340B drug program, effective October 4, 2024 and remains ongoing.

3.3.5. Recommend the approval of the Consulting Services Agreement with Genua Consulting, LLC., for consulting services for the Knox County Community Health Center, effective October 7, 2024 through October 6, 2025, with a monetary value of \$250/hour on an as-needed basis.

3.3.6. Approval of the Affiliation Agreement with New Directions for professionals to gain hand-on experience through internships, effective January 6, 2025 through August 30, 2025 with no monetary value.

3.4. Board Approvals

3.4.1. Recommend to approve the out of state travel on Oct 24, 2024 – October 27, 2024 for the 2024 eClinical Works National Conference in Grapevine, TX with an estimated cost not to exceed \$2,000 for airfare, hotel and conference fee for Stacey Robinson.

3.4.2. Recommend to approve the recredentialing and reprivileging to practice as a Registered Dental Hygienist in the Knox County Community Health Center for Laura Nance, effective September 16, 2024 through September 15, 2026.

4. Board Information Non-Action Items

4.1. Health Commissioner has signed:

Co-Applicant Board Minutes
October 16, 2024
Minutes

- Addendum with eClinical Workers for online appointment booking with a monetary value of \$49/provider per month, effective September 20, 2024.
- 340B Pharmacy Agreement Amendment with CVS to add 12 East Main Street, Danville, Ohio 43014 as a covered entity, effective October 1, 2024 and remains ongoing.
- Program addendum with Health Centers of Ohio CIN LLC., for provider the Buckeye Value-Based Reimbursement Program, effective January 1, 2024 and remains ongoing.
- Centerprise Healthcare Services Billing Agreement for billing and collection services of the Knox County Community Health Center, effective October 10, 2024 through October 9, 2027 with a monetary value of 7% of cash receipts and a consulting fee of \$75/hour when needed.
- 340B Pharmacy Services Agreement with 12 East Main Street, Danville, Ohio, 43014, and BioPlus Specialty Pharmacy Services, LLC, effective October 11, 2024 and remains ongoing.
- 340B Pharmacy Services Agreement between Danville Community Health Center and Knox Community Hospital Eastside Pharmacy for the 340B drug program, effective October 4, 2024 and remains ongoing.

5. Adjournment

The meeting adjourned at 5:30 PM.

Jay Nixon
President

Mike Wythe
Pro-Tem