



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:
	Belangia, Lane, CEO
Wythe, Mike, Pro-Tem	Green, Zach Health Commissioner
Hawkins, Todd, Treasurer	Sylvester, Deanar, QI/QA
Tazewell, Peg, Secretary	Gilley, Stacy, Behavioral Health Supervisor
White, Bruce	Snyder, Nanette, Clinical Supervisor
Laughlin, Jeff	Mantel, Shanea Finance
Jim Lenthe	Khalil, Angie Administrative Assistant
	Tucker, Aly Clinical Supervisor
	Fraze, Joyce HR Director
	Tucker, Aly Clinical Supervisor
<b>Absent:</b>	Hamm, Kaitlyn Interim Dental Director
Hillier, Linda	
Bailey, Kelly	<b>Absent:</b>
Nixon, Jay, President	Martinson, Ron, MD
<b>Guest:</b>	Hulse, Aimee Business Office Coordinator

**1. Convention**

- **Call to Order**

The Meeting was called to order by Mike Wythe, at 11:35 am.

- **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.

- **Approval of May 15, 2024 KCCHC Board Minutes**

Jim Lenthe made a motion to approve the May 15, 2024 KCCHC Board Minutes. Bruce White seconded the motion; in the negative; none. The motion was approved.

- **Public Participation - none**

**2. Special Reports**

- **QI Supervisor Report – Deanar Sylvester**

- **Peer Reviews –**

*Deanar presented data on peer reviews. From May 14, 2024 – June 12, 2024 405 survey’s were sent to patients with 58 responses. She stated we have received good feedback. Majority of patients that responded to the survey were happy with our current ours of 8 am – 4:30 pm Monday – Friday and quarter of our patients would like to see us open on Saturday. Survey showed a little*



*need to open early or stay open late. Approximately 80% of patients completing survey thought our cost for services were comparable to other healthcare services within the surrounding area. Board member, Jim Lenthe suggested posting on our monitors in the lobbies changes that have been made due to patient feedback.*

- **Clinical Supervisor Report – Nan Snyder**

- **Dental Supervisor Report – Lane Belangia**

*Lane Belangia introduced the new Interim Dental Director, Kaitlyn Hamm. Kaitlyn stated that she has 14 years dental experience.*

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

*Board member, Jim Lenthe stated it was amazing the things that councilors are doing.*

- **Finance – Shanea Mantel**

- **CEO Report – Lane Belangia**

- **SBHC**

*Lane Belangia reported received a planning grant for up to \$50,000 for a health center in Centerburg schools. He will hopefully apply for a SBHC grant next year.*

- **Center of Hope Grant – Grant was not received.**

*Lane stated that we will possibly work them in the future with mobile services or part time services if needed as they grow.*

- **New Direction – Received notice of award that New Directions is in scope.**

- **Mock OSV –**

*Mock Onsite Visit with be June 13 & 14. Joe Lisak will meet with the Co-App board June 13 at Noon. A google meet is available on the calendar invite if unable to attend in person.*

- **Capital Funding Grant Closed Out**

*Lane Belangia reported that we received noticed that the final Capital Grant has been closed out. The funding was used for remodeling for Danville Medical and Danville dental. Closeout documentation was submitted in the fall of 2023.*

- **Knox Foundation**

*Lane Belangia reported we received \$10,000 from the Knox Foundation to purchase a new dental chair for another dental room at the Main location. The chair should be completed mid to late June.*

- **Dr. Saale retiring**

*Dr. Saale announced his retirement effective Nov 21, 2024. Lane reported it takes 3-6 months to recruit a dentist and it cost \$25 - \$30,000 to recruit a dentist.*

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### 3. New Business

- **Board Approvals**

3..1. Recommend to approve the appointment of the consumer member, Tonya Boucher effective June 12, 2024 for a five-year term.

Peg Tazewell made a motion approve the appointment of the consumer member, Tonya Boucher effective June 12, 2024 for a five-year term. Bruce White seconded the motion: in the negative: none. The motion was approved.

*Lane Belangia reported that this will take us back up to 10 board members.*



- 3..2. Recommend to approve the re-credentialing and re-privileging to practice in the Knox County Community Health Center for Amy Schuman, dental hygienist, effective July 1, 2024 through June 30, 2026.

Jim Lenthe made a motion to approve the re-credentialing and re-privileging to practice in the Knox County Community Health Center for Amy Schuman, dental hygienist, effective July 1, 2024 through June 30, 2026. Jeff Laughlin seconded the motion: in the negative: none. The motion was approved.

- 3..3. Recommend to approve the re-credentialing and re-privileging to practice in the Knox County Community Health Center for Jennie McClain, Certified Nurse Practitioner, effective July 1, 2024 through June 30, 2026.

Jim Lenthe made a motion to approve the re-credentialing and re-privileging to practice in the Knox County Community Health Center for Jennie McClain, Certified Nurse Practitioner, effective July 1, 2024 through June 30, 2026. Jeff Laughlin seconded the motion: in the negative: none. The motion was approved.

- 3..4. Recommend to grant temporary privileges to Kaitlyn Hamm within scope as a Dental Hygienist at the Knox County Community Health Center for 90 days starting June 10, 2024.

Todd Hawkins made a motion to approve to grant temporary privileges to Kaitlyn Hamm within scope as a Dental Hygienist at the Knox County Community Health Center for 90 days starting June 10, 2024. Bruce White seconded the motion: in the negative: none. The motion was approved.

- **Finance**

- 3..1. **Income and Expenses**

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

- **Personnel**

- 3..1. Recommend to accept the hiring of Kaitlyn Hamm, Interim Dental Director, effective June 10, 2024.

Peg Tazewell made a motion to accept the hiring of Kaitlyn Hamm, Interim Dental Director, effective June 10, 2024. Bruce White seconded the motion: in the negative: none. The motion was approved.

- 3..2. Recommend to accept the hiring of Celeste Strawser, Certified Medical Assistant, effective June 10, 202



## Co-Applicant Board Minutes

June 12, 2024

### Minutes- Corrected

Peg Tazewell made a motion to accept the hiring of Celeste Strawser, Certified Medical Assistant, effective June 10, 2024. Bruce White seconded the motion: in the negative: none. The motion was approved.

- 3..3. Recommend to accept the hiring of Dawna Willis, Dental Assistant, effective June 17, 2024.

Peg Tazewell made a motion to accept the hiring of Dawna Willis, Dental Assistant, effective June 17, 2024. Bruce White seconded the motion: in the negative: none. The motion was approved

- 3..4. Recommend to accept the resignation of Stephanie Blake, Licenses Practical Nurse, effective June 17, 2024.

Jim Lenthe made a motion to accept the resignation of Stephanie Blake, Licenses Practical Nurse, effective June 17, 2024. Todd Hawkins seconded the motion: in the negative: none. The motion was approved

*Lane Belangia stated Stephanie had summer babysitting issues.*

- 3..5. Recommend to accept the termination of Marissa Mahathy, Dental Assistant, effective June 07, 2024.

Jeff Laughlin made a motion to accept the termination of Marissa Mahathy, Dental Assistant, effective June 07, 2024. Bruce White seconded the motion: in the negative: none. The motion was approved.

*Lane reported there were attendance issues with Marissa.*

- **Contracts**

- 3..1. Recommend to approve the renewal of personal service contract with Melissa Meier, DDS for dentist services within the Knox County Community Health Center, effective July 1, 2024 through June 30, 2025 with a monetary value of \$106.35/hour not to exceed \$90,000/year.

Todd Hawkins made a motion to approve the renewal of personal service contract with Melissa Meier, DDS for dentist services within the Knox County Community Health Center, effective July 1, 2024 through June 30, 2025 with a monetary value of \$106.35/hour not to exceed \$90,000/year. Peg Tazewell seconded the motion; in the negative: none. The motion was approved.

*Lane Belangia reported that Dr. Meier is going to start working some Mondays. We may come back to the board to later in the year if she gets close to exceeding the \$90,000. Todd Hawkins asked how we keep track of how much we have paid her and if we are getting close. Shanea Mantel reported it is kept track on a spreadsheet.*

- 3..2. Recommend to approve the Pharmacy Service Agreement with Knox County Community Health Center and CVS Pharmacy Inc/Caremark, LLC for 340B contract pharmacy services effective July 1, 2024 for the purpose of dispensing 340B Processed Drugs to eligible KCCHC patients.





Todd Hawkins made a motion to approved the Pharmacy Service Agreement with Knox County Community Health Center and CVS Pharmacy Inc/Caremark, LLC for 340B contract pharmacy services effective July 1, 2024 for the purpose of dispensing 340B Processed Drugs to eligible KCCHC patients. Jim Lenthe seconded the motion; in the negative: none. The motion was approved.

*Lane Belangia reported that we have not previously contracted with CVS. Bruce White asked how many 340B Pharmacy contracts we have? Lane reported we have 2 with Rite Aid, 2 with Conways, Fosters Pharmacy, Walmart and that Kroger is on our radar.*

- 3..3.** Recommend to approve the Term Sheet and Contract between Knox County Community Health Center and AndHealth effective July 1, 2024 to June 30, 2027 with no auto renew in one year terms thereafter for services of Specialty Referral Services, Chronic Disease Management Services and Pharmacy Management Services. Pending legal approval.

Peg Tazewell made a motion to approve the Term Sheet and Contract between Knox County Community Health Center and AndHealth effective July 1, 2024 to June 30, 2027 with no auto renew in one year terms thereafter for services of Specialty Referral Services, Chronic Disease Management Services and Pharmacy Management Services. Pending legal approval. Jeff Laughlin seconded the motion; in the negative: none. The motion was approved.

*Lane Belangia reported that AndHealth is helping us develop our 340B Pharmacy, get specialty care and Chronic Disease Management.*

#### **4. Board Information Non-Action Items**

- Subrecipient Agreement with the Ohio Department of Health between the Knox County Community Health Center and the Bureau of Child and Family Services, Genetic Services in the amount of \$50,000 to implement a planning process to develop a School Based Health Center in Centerburg Local Schools.

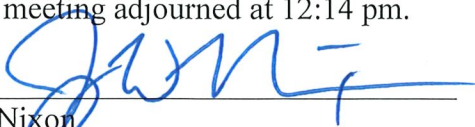
#### **5. Knox Public Health Update**

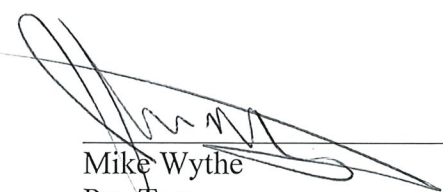
- Strategic planning begins June 25 at 8:30 am at the 4-H Ramser Building. Any board member that is able to attend would be much appreciated.
- HRSA OSV in Sept. Mock OSV June 13, 2024

#### **6. Adjournment**

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

The meeting adjourned at 12:14 pm.

  
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Jay Nixon  
President

  
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Mike Wythe  
Pro-Tem

