

1.0 CONVENTION

Agenda Item	Time	Action/ Contact
1.01 CALL TO ORDER	2	
1.02 CONSENT ITEMS	2	Approve
1.03 APPROVAL OF MINUTES	2	Approve
1.04 APPROVAL OF BILLS	2	Approve

2.0 STAFF REPORTS

Agenda Item	TIME	Action/ Contact
2.01 HEALTH COMMISSIONER	2	Info Shelia
2.02 FINANCE A. Finance Report – Requesting Board review and accept the year-to-date Finance report.	2	Accept/ Dave

3.0 BOARD REPORTS

Agenda Item	Time	Action/ Contact
3.01 BOARD PRESIDENT	<15	Info
3.02 BOARD COMMITTEES		Info

4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

Agenda Item	Time	Action/ Contact
4.01 REGULATION HEARING/ADOPTION		
A. “Policy for Approval of All Sewage Treatment Systems”	0	Consent
B. Requesting permission to prorate the 2015 Tattoo permit fees	0	Consent

6.0 NEW BUSINESS

New items of information or for Board action

Agenda Item	Time	Action/ Contact
6.01 FINANCE		
6.012 APPROPRIATIONS		
A. WIC - Requesting Board approval to reclassify \$35,000 advance made to WIC (70951509)	0	Consent
B. WIC – Requesting permission to decrease expense appropriation in WIC (70951509)	0	Consent
C. CFHS – Requesting permission to decrease expense appropriation in CFHS (71051510)	0	Consent
D. Injury Prevention - Requesting Board approval to reclassify \$25,000 advance	0	Consent
E. Injury Prevention – Requesting permission to increase revenue appropriation	0	Consent
F. SAFE - Requesting Board approval to reclassify \$25,000 advance	0	Consent
G. SAFE – Requesting permission to decrease expense appropriation	0	Consent
H. Immunization Action Plan (IAP) - Requesting Board approval to reclassify \$25,000	0	Consent
I. IAP - Requesting permission to decrease expense appropriation	0	Consent
J. PHEP (Bio) - Requesting Board approval to reclassify \$50,000 advance	0	Consent
K. PHEP - Requesting permission to increase revenue appropriation	0	Consent
L. Administration - Requesting permission to increase expense appropriation	0	Consent
M. Water Systems - Requesting permission to decrease expense appropriation	0	Consent
N. Swimming Pools – Requesting permission to decrease expense appropriation	0	Consent
6.014 FEES		
C. Requesting Board approval to establish an attendance fee of \$10.00 for Delaware County residents to participate in the “Ready, Set, Grow! Vegetable gardening for beginners” workshop to be held on Saturday, March 28, 2015, from 8:30 am to 1:00 pm at the Delaware Area Career Center North. Online registration tool, Eventbrite will be utilized for event registration and payment. Eventbrite will add an additional \$1.50 to \$2.00 service fee to the registrants’ payment. There will be a cash/check only paper based registration through Delaware General Health District staff, which will be used for walk in registrants. Fees are to be collected by the Delaware General Health District. In order to break even, a fee of \$31.00 would cover all costs including facility, marketing, personnel and promotional items (facility \$662; marketing \$670; personnel \$589.03; incentives \$375 = \$2,296.03 divided by 75 participants = \$30.61 (rounded up to \$31). Also, requesting Board approval to partially waive this fee to keep the registration at \$10.00 to allow an affordable price for all the Health District’s community residents. Fees collected will cover the facility expenses and help cover the marketing expenses.	>5	Approve Jen/Traci PMT: Community

6.015 EXPENDITURES					
A. Requesting permission to enter into an agreement with Moore Signs	0	Consent			
B. Requesting permission to replace the 3260 copier with a new Xerox 7845	0	Consent			
6.016 INVENTORY					
A. Request permission to remove a WIC infant scale, number 7302, from agency inventory	0	Consent			
6.02 PERSONNEL					
A. Request permanent increase Ms. Karyn Tucker's hours from 72 to 80 per pay period	0	Consent			
B. Request authorization to create an intermittent Public Health Nurse 2 position	0	Consent			
6.021 AUTHORIZATION/EMPLOYMENT					
A. Request Board confirm the employment of Ms. Candice Myers	0	Consent			
6.025 SALARY SCALE/POLICIES/BENEFITS					
A. Mr. Burke and Mrs. Hiddleston recommend an additional 2% salary adjustment for Mr. Mike Rogich, RS III	>5	Discuss			
B. Personnel Policy Section 500 and Section 818 have been reviewed and updated.	>5	Discuss			
C. Position Series Plan & 2015 Salary Scale	0	Consent			
6.03 CONTRACTS					
6.031 HEALTH COMMISSIONER					
A. Mrs. Hiddleston is providing an update to the Health Commissioner goals for 2013-2014	0	Info			
6.032 ADMIN/FACILITIES					
A. Mrs. Hiddleston is requesting approval to enter into a contract with AOHC	0	Consent			
B. Tetra Contract - Request permission to expend up to \$3,200 on a contract with Tetra Tech	0	Consent			
6.04 SPECIAL REPORTS					
A. Summary of presentation and reports received by the Board for 2014	0	Info			
B. Community Action Plan Report	0	Info			
C. The two year term for the Sewage Appeals Board is due for renewal	0	Info			
D. Strategic Plan & 2014 Strategic Plan and CAP/CHIP final report	>10	Discuss			
6.05 BOARD ACTIONS/POLICIES/LEGAL ISSUES					
6.051 APPOINTMENTS					
A. Mrs. Hiddleston, Mrs. Shears, and Mrs. Brown recently attended Ohio Sunshine Law training. After consultation with David Moser, Assistant Prosecutor, it was determined that all sub-committees of the board are considered public meetings and therefore, must meet applicable laws including quorum and no conference call option allowed. Mr. Moser recommends including staff in the appointment to the sub-committees per board by-laws to help with achieving quorum (recommendations included in table below). He further advised, that e-mail discussions in lieu of meeting are not advisable as they do not meet the intent of the law. In addition, Mrs. Hiddleston, Mr. Burke, and Mr. Knowlton will assure that public notice requirements are met. Mrs. Hiddleston is requesting the board appoint both the board members and staff members after discussion regarding continuing or new appointment to the sub-committees.	<10	Discuss			
Current Board Committees					
Finance (3)	Personnel (4)	Subdivision Variance (3)	Regulation Review (3)	Levy (3)	Nominations (3)
W Threlfall	B Kidd	W Threlfall	W Threlfall	W Threlfall	S Hall
P Blayney	S Hall	P Blayney	P Blayney	P Blayney	Vacant
M Hickman	J Love	Vacant	B Kidd	S Hall	
	D Smith				
D Knowlton	S Hiddleston	S Burke	S Burke	S Hiddleston	S Hiddleston
S Hiddleston	A Breckler	A Howard			
() Denotes Quorum					
6.053 RESOLUTIONS					
A. Approval of Request for Bids	0	Consent			
B. Resolution 2015-1 authority to the Health Commissioner/computer replacement project	0	Consent			
C. Identity Theft Compliance Program	0	Consent			
D. Resolution 2015-2 de minimis travel outside the boundary of the Health District	0	Consent			