

**1.0 CONVENTION**

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

**2.0 STAFF REPORTS**

Agenda Item	Time	Action/Contact
<b>2.01 HEALTH COMMISSIONER</b>		
<ul style="list-style-type: none"> <li>Board Continuing Education – OABH presentations</li> <li>Board of Health Appointees – 2 Openings, Thank You Dinner</li> <li>ODH Plan and HPIO Report: <a href="http://www.hpio.net/populationhealth/">http://www.hpio.net/populationhealth/</a></li> <li>Letters of Support: Grace Clinic, Galena Trails</li> <li>Kudo's</li> <li>New Employee – Attendance, varying levels?</li> </ul>	5	Info
<b>2.02 FINANCE</b> <b>A. Finance Report</b>	2	Accept

**3.0 BOARD REPORTS**

Agenda Item	Time	Action/Contact
<b>3.01 BOARD PRESIDENT</b>	<15	Info
<b>3.02 BOARD COMMITTEES</b>		
<b>A. Personnel Committee</b> – The committee will be reconfigured after March 2016. Current Board members of the committee have resigned and/or have announced intention to resign upon completion of term in March of 2016 (Ms. Love, Ms. Hall, and Ms. Kidd). Current remaining members are Ms. Smith and Ms. Fleischer as well as agency staff of Mrs. Hiddleston and Ms. Breckler.	1	Info

**4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION**

Agenda Item	Time	Action/Contact
<b>4.04 CITIZEN REQUEST</b>		

**5.0 OLD BUSINESS**

Agenda Item	TIME	Action/Contact
<b>5.02 PERSONNEL</b>		
<b>5.021 AUTHORIZATION/EMPLOYMENT</b>		
<b>A.</b> The Board of Health approved the rehiring of Ms. Mary Kay Welsh no sooner than February 25, 2016 and the appropriate ORC requirements have been met. Are there any public present during this public meeting that have any concerns about this rehire?	5	Discuss

**6.0 NEW BUSINESS**

Agenda Item	Time	Action/Contact
<b>6.011 BUDGETS</b>		
<p><b>A. DCB Mortgage</b> The Delaware County Bank has completed a review of the agency's mortgage by request of Mr. Knowlton. Mr. Reinhard, First Vice President, provided the following information via e-mail:</p> <p><i>"After reviewing the note the interest rate being charged was incorrect. I am attaching the Loan History from 02/01/2011 to current and amortization schedule from 03/28/2011 to current using the correct interest rate of 2.5125%. The interest was changed to 2.5125% backdated to 02/28/2011 and the system calculated interest using new rate and showed overpayment of interest in the amount of \$59,147.05.</i></p> <p><i>If you take the principal balance from the Loan History on 01/01/2016 \$872,715.34 and subtract the principal balance on 12/28/2015 from the amortization \$812,058.91, you will come up with \$60,656.43 shortage of principal paid, subtract the overpaid interest \$59,147.05 and you come up with \$1,509.38 principal difference, this could be a reflection of the amortization showing all payment to be paid on the 28th date of each month instead the actual payment date paid.</i></p> <p><i>Our system will only allow us to use the scheduled payment due date. If the customer paid before of after the due date, as our loans reflect interest paid on the payment effective date, and not the actual due date, that would have created the \$1,509.38 difference. Please confirm you want us to apply the \$59,147.05 to your principal balance on the loan."</i></p> <p>Request Board approval to apply the \$59,147 to the principal balance of the loan.</p>	2	Discuss/Approve

<b>6.014 FEES</b>		
<b>A. 2016 Clinic Fee Schedule</b>	<b>0</b>	<b>Consent</b>
<b>6.015 EXPENDITURES</b>		
<b>A. Delaware General Health District 2015 Annual Report</b> – Request Board approval of venue to disseminate the 2015 Annual Report. Last year, the agency utilized MailPro1 for a total expenditure of \$21,500 to circulate to 61,183 residents (printing 8 pages \$11,500 + mailing \$10,000 = \$21,500). Staff recommends utilizing TheBAG vendor this year to disseminate the Annual Report. TheBAG would print, package within a clear plastic bag (contents being only the Annual Report), and deliver by hanging on residents' mailboxes (circulation of 61,000). The BAG costs breakdown is as follows: 4 pages print and delivery \$10,309 or 8 pages print and delivery \$11,437.75.	<b>5</b>	<b>Discuss/Approve</b>
<b>6.02 PERSONNEL</b>		
<b>6.021 AUTHORIZATION/EMPLOYMENT</b>		
<b>A. Modify/Fill Food Protection and Public Safety Registered Sanitarian 3 (RS 3) Position</b>	<b>0</b>	<b>Consent</b>
<b>B. Create Residential Services Registered Sanitarian 3 (RS 3) Position</b>	<b>0</b>	<b>Consent</b>
<b>C. Create Intermittent Custodian/Maintenance 1 Position</b>	<b>0</b>	<b>Consent</b>
<b>6.022 RECLASSIFICATION/PROMOTION</b>		
<b>A. Promotion with Competition</b> – Ms. Heather Day to Nursing Program Manager	<b>0</b>	<b>Consent</b>
<b>B. Promotion with Competition</b> – Mr. Travis Irvan to Communicable Disease Program Manager	<b>0</b>	<b>Consent</b>
<b>6.023 TUITION REIMBURSEMENT/STAFF DEVELOPMENT</b>		
<b>A. Ohio Onsite Wastewater Association Conference</b> – Mr. Mike Rogich and Mr. Aaron Decker	<b>0</b>	<b>Consent</b>
<b>B. National Water and Wastewater Equipment Conference</b> – Mr. Aaron Decker	<b>0</b>	<b>Consent</b>
<b>C. 2016 Public Health Preparedness Summit</b> – Ms. Celeste Revelas	<b>0</b>	<b>Consent</b>
<b>6.025 SALARY SCALE/POLICIES/BENEFITS</b>		
<b>A. Visible Leadership: Membership Dues Reimbursement</b>	<b>0</b>	<b>Consent</b>
<b>B. Personnel Policy: Section 701-702 Compensable Time</b>	<b>0</b>	<b>Consent</b>
<b>C. Alternative Work Sites and Telecommuting Policy</b>	<b>0</b>	<b>Consent</b>
<b>6.03 CONTRACTS</b>		
<b>A. Delaware County Regional Planning Commission (HIA)</b>	<b>0</b>	<b>Consent</b>
<b>6.031 HEALTH COMMISSIONER</b>		
<b>A. Executive Session</b> - Health Commissioner's annual compensation.	<b>20</b>	<b>Discuss</b>
<b>6.033 COMMUNITY HEALTH</b>		
<b>A. Community Health Division Retreat</b>	<b>0</b>	<b>Info</b>
<b>6.034 PERSONAL HEALTH</b>		
<b>A. Newborn Home Visiting Program</b>	<b>0</b>	<b>Info</b>
<b>6.04 SPECIAL REPORTS</b>		
<b>A. Strategic Plan</b>	<b>5</b>	<b>Discuss</b>
<b>6.05 BOARD ACTIONS/POLICIES/LEGAL ISSUES</b>		
<b>6.052 POLICIES</b>		
<b>A. Record Destruction</b>	<b>0</b>	<b>Consent</b>
<b>6.053 RESOLUTIONS</b>		
<b>A. Resolution #2010-02 Identity Theft Compliance Program</b>	<b>0</b>	<b>Consent</b>
<b>B. Resolution #2011-23 Institutional Review Boards (IRBs)</b>	<b>0</b>	<b>Consent</b>