



**Delaware General Health District**  
Dedicated to your health

Shelia Hiddleston, RN, MS  
Health Commissioner

# Delaware General Health District

1 and 3 West Winter Street  
P.O. Box 570  
Delaware, Ohio 43015-0570  
(740) 368-1700 Fax (740) 368-1736  
DelawareHealth.org



## Board of Health Meeting July 26, 2016

### 1.0 CONVENTION

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

### 2.0 STAFF REPORTS

Agenda Item	TIME	Action/ Contact
<b>2.01 HEALTH COMMISSIONER</b>		
- Thank you	<b>2</b>	<b>Info/Shelia</b>
<b>2.02 FINANCE</b>		
<b>A. Finance Report</b>	<b>2</b>	<b>Accept</b>
<b>B. Delaware General Health District FTE Report</b>	<b>0</b>	<b>Info</b>

### 3.0 BOARD REPORTS

Agenda Item	Time	Action/ Contact
<b>3.01 BOARD PRESIDENT</b>	<b>&lt;15</b>	<b>Info</b>

### 4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

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

### 6.0 NEW BUSINESS

*New items of information or for Board action*

Agenda Item	Time	Action/ Contact
<b>6.014 FEES</b>		
<b>A. Contract Administration</b>	<b>0</b>	<b>Consent</b>
<b>B. Clinic Service Fees</b>	<b>0</b>	<b>Consent</b>
<b>6.015 EXPENDITURES</b>		
<b>A. Shed/Garage - expend up to \$4,900 Public Health (Vector)</b>	<b>0</b>	<b>Consent</b>
<b>B. Business Communication Specialists – expend up to \$4,214.15 Public Health</b>	<b>0</b>	<b>Consent</b>
<b>6.016 INVENTORY</b>		
<b>A. Remove HP EliteBook From Inventory</b>	<b>0</b>	<b>Consent</b>
<b>6.021 AUTHORIZATION/EMPLOYMENT</b>		
<b>A. Create a Seasonal Part-Time Administrative Assistant I Position</b>	<b>5</b>	<b>Approve</b>
<b>B. Create a Full-Time Fiscal Specialist – Billing Position</b>	<b>2</b>	<b>Approve</b>
<b>6.022 RECLASSIFICATION/PROMOTION</b>		
<b>A. Promotion Without Competition – Ms. Janett Chittock</b>	<b>5</b>	<b>Approve</b>
<b>B. Confirm Employment – Ms. Rachel Aller, Administrative Assistant II, full-time</b>	<b>0</b>	<b>Consent</b>
<b>C. Confirm Employment – Ms. Leslie Mason, Administrative Assistant II, full-time</b>	<b>0</b>	<b>Consent</b>
<b>6.023 TUITION REIMBURSEMENT/STAFF DEVELOPMENT</b>		
<b>A. Conference – National Immunization - Ms. Heather</b>	<b>0</b>	<b>Consent</b>
<b>B. Conference – Forum for Quality Improvement in Public Health – Ms. Kelli Kincaid</b>	<b>0</b>	<b>Consent</b>
<b>6.025 SALARY SCALE/POLICIES/BENEFITS</b>		
<b>A. Personnel Policy Changes</b>	<b>10</b>	<b>Approve</b>
<b>6.033 COMMUNITY HEALTH</b>		
<b>A. Apply the Ohio Department of Health Maternal &amp; Child Health (MCH) competitive grant</b>	<b>0</b>	<b>Consent</b>
<b>6.04 SPECIAL REPORTS</b>		
<b>A. Performance Management Dashboard Presentation – Ms. Kelli Kincaid</b>	<b>15</b>	<b>Presentation</b>
<b>B. Tanger Outlet Mall Health Impact Assessment (HIA) – Ms. Susan Sutherland</b>	<b>15</b>	<b>Presentation</b>