

**1.0 CONVENTION**

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
<b>1.01 CALL TO ORDER</b>	<b>2</b>	
<b>1.02 CONSENT ITEMS</b> <b>Remove items 6.023 D and E due to correction in total conference expenditure amount</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**

<i>Agenda Item</i>	<i>TIME</i>	<i>Action/ Contact</i>
<b>2.01 HEALTH COMMISSIONER</b> <b>A.</b> Typically, the agency conducts a Board Retreat in October to either develop or update the Strategic Plan. The new Strategic Plan and Community Health Improvement Plan went into effect earlier this year. Since both plans do not have a full year of implementation of the goals and objectives, delaying a retreat until 2016 may better serve the purpose. In January 2016 an annual report of progress to goals and objectives of both plans will be presented.	<b>2</b>	<b>Info</b>
<b>2.02 FINANCE</b> <b>A. Finance Report</b>	<b>2</b>	<b>Accept</b>

**3.0 BOARD REPORTS**

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
<b>3.01 BOARD PRESIDENT</b>	<b>&lt;15</b>	<b>Info</b>
<b>3.02 BOARD COMMITTEES</b> <b>A. Personnel Committee</b> – The committee met on September 17, 201 – many items reviewed appear on the agenda. Ms. Kidd will be coordinating the Health Commissioners' evaluation; please watch for form to be e-mail from Ms. Kidd and plan to return to Ms. Kidd no later than November 1, 2015.	<b>0</b>	<b>Info</b>

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

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
<b>4.01 REGULATION HEARING/ADOPTION</b>		
<b>A. First Reading of Resolution #2015-12 Environmental Health Fees for 2016</b> - Request Board approval of the first reading of Resolution #2015-12 Environmental Health Fees for 2016 ( <b>attached</b> ). The Environmental Health fees cost analysis has been completed per the Ohio Revised Code and indicate fees should remain the same as 2015. Fees were increased last year in several programs.  <b>OR</b> <b>B. Resolution #2015-12 Environmental Health Fees for 2016</b> – Request Board approval of Resolution 2015-12 Environmental Health Fees for 2016. The cost analysis has been completed per the Ohio Revised Code and indicates 2016 fees should remain the same. Fees were increased last year in several programs. Staff request the Environmental Health fees remain the same as the 2015 Environmental Health fees.  Per Ohio Revised Code (ORC) 731.17(A)(2) The Board may dispense with the requirement for three public readings upon a three-quarter ( $\frac{3}{4}$ ) vote. With an eight (8) member Board, this requires six (6) members to vote in favor of dispensing with the three (3) reading requirement. Staff has consulted with the Prosecutors office and they have advised this is a viable option. Based on no recommended changes from the 2015 Environmental Health fees, staff recommends two motions, one to dispense with the three readings and one to approve the 2016 Environmental Health fee schedule.  <b>Action Requested: Approval to dispense of three readings of 2016 Environmental Health Fee Schedule.</b>  <b>Action Requested: Approve the 2016 Environmental Health Fee Schedule.</b>	<b>5</b>	<b>Approve</b>

**6.0 NEW BUSINESS***New items of information or for Board action*

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
<b>6.012 APPROPRIATIONS</b>		
<b>A. Safe Rt 23 Corridor (Safe)</b> - Requesting permission to make a few line item changes	<b>0</b>	<b>Consent</b>

<b>6.015 EXPENDITURES</b>		
<b>A. Anti-Virus Software Purchase</b> - Request Board approval to expend up to \$3,500	0	Consent
<b>B. Staff Development / Winter Educational Conference</b> - Request Board approval to expend up to \$4,000 for expenditures	0	Consent
<b>C. Upgrade Video Camera System</b> - Request Board approval to expend up to \$3,500	0	Consent
<b>6.021 AUTHORIZATION/EMPLOYMENT</b>		
<b>A. Voluntary Resignation</b> - Request Board accept resignation of Ms. Joyce Richmond	0	Consent
<b>B. Director of Nursing</b> - Request Board approval to recruit and hire	0	Consent
<b>C. Breastfeeding Peer Helper / Delaware</b> - Request Board confirm employment of Ms. Elizabeth Protheroe	0	Consent
<b>D. Multimedia Specialist</b> – Request Board confirm employment of Mr. JT Hillier	0	Consent
<b>E. Part-time to Full-time Status Change</b> – Request Board approval to temporarily increase Ms. Sue Lisman	0	Consent
<b>6.022 RECLASSIFICATION/PROMOTION</b>		
<b>A. Promotion Without Competition</b> - Request Board approval to promote without competition with a 3% increase (per policy) Ms. Linda Wolcott	0	Consent
<b>B. Reclassification</b> - Correction of effective date	0	Consent
<b>6.023 TUITION REIMBURSEMENT/STAFF DEVELOPMENT</b>		
<b>A. Tuition Reimbursement</b> - Request Board approval for tuition reimbursement per policy for Ms. Melissa Smetiuk	0	Consent
<b>B. Certification Reimbursement</b> - Request Board approval to reimburse the annual Certified Health Education Specialist (CHES) certification	0	Consent
<b>C. Conference</b> – Request Board approval of revised request in amount of \$300	0	Consent
<b>Red Text - Correction to amount listed on original agenda:</b> <b>D. Conference</b> - Request Board approval for Mr. Mitchell Briant to attend the Midwest Injury Prevention Alliance Conference which is being held November 8-9, 2015 in Madison, WI. Inclusive dates of travel are November 7-9, 2015. The Health District is a member of this Alliance and the conference will focus on cutting edge approaches to reducing injury. The request is for \$25 conference registration, \$190 for hotel (2 nights at \$70/each + taxes), \$450 for flight, \$50 for taxi/parking, \$180 for meals (3 days at \$60 each), and \$50 for baggage fees for a total of <del>\$895.00</del> <b>\$945</b> from Community Health Admin (a.k.a. Assessment, Planning, and Education (APE)) funds.	>2	Approve
<b>Red Text – Correction to amount listed on original agenda:</b> <b>E. Conference</b> - Request Board approval to expend funds to send Ms. Shannon Self, Ms. Melissa Adams, Mr. Dustin Kent, Mr. Mike Rogich, and Mr. Adam Howard to the Ohio Environmental Health Association (OEHA) Annual Fall Conference. Conference is held at the Nia Conference Center at Kalahari Resort in Sandusky Ohio. The conference is October 15-16, 2015. Mr. Rogich and Mr. Howard will facilitate a presentation one day of the conference; therefore, the daily conference <b>fee</b> is waived for these two staff members. Conference fee is \$110 per person for both days. Lodging and meal reimbursement are per policy and not to exceed \$80 plus tax per person for lodging and <del>\$40</del> <b>\$60</b> person per day for meals. Staff will share room where possible to reduce lodging cost. Public Health Funds (Food and Sewage programs). (Ms. Self and Ms. Adams <b>anticipated amount not to exceed \$438</b> <del>\$431.34</del> and Mr. Rogich, Mr. Howard, and Mr. Kent <b>anticipated amount not to exceed \$547</b> <del>\$547.01</del> ). <b>Reimbursement per Health District Policy and total amount for all employees attending not to exceed \$1,050.</b>	>2	Approve
<b>6.025 SALARY SCALE/POLICIES/BENEFITS</b>		
<b>A. Wellness Incentive</b> – Request Board approval to increase from \$50 per year to \$52	0	Consent
<b>6.033 COMMUNITY HEALTH</b>		
<b>A.</b> Request Board approval to apply for the Ohio Department of Health Creating Healthy Communities (CHC) continuation grant	0	Consent
<b>6.04 SPECIAL REPORT</b>		
<b>A. Solid Waste Audit Report</b>	0	Info
<b>6.053 RESOLUTIONS</b>		
<b>A. Resolution 2015-10 To Certify Tax Levy</b>	0	Consent
<b>B. Resolution 2015-11 Delaware General Health District Electronic Cigarette Position Paper</b>	10	Approve