

## 1.0 CONVENTION

### 1.01 CALL TO ORDER

The February 23, 2021 meeting was held virtually via Zoom and You Tube and at the Delaware General Health District located at 1 West Winter Street, Delaware, OH and called to order at 7:06 p.m. by Mr. Blayney. Board members present included: Mr. Blayney; Ms. Fleischer; Mr. Wisener; Ms. Howerton; Mr. Karr; and Ms. Smith. Staff members present were Ms. Shelia Hiddleson, Health Commissioner; Mr. Adam Howard, Preventative Health Director; Ms. Dawn Hall, Finance/Operations Director, Ms. Jen Keagy, Community Health Director, and Mr. Steve Burke, Environmental Health Director. There did not appear to be any You Tube participants.

### 1.02 CONSENT ITEMS

#### 5.025 SALARY SCALE/POLICIES/BENEFITS A

#### 6.014 FEES A

#### 6.015 EXPENDITURES A

#### 6.19 RECIND FUND A

#### 6.03 CONTRACTS A

#### Info Only

#### 6.01 FINANCE A

#### 6.015 EXPENDITURES B

#### 6.18 NEW FUND A

Mr. Wisener moved to approve the consent agenda and agenda as submitted. Ms. Smith seconded the motion. The motion carried unanimously.

### 1.03 APPROVAL OF MINUTES

Ms. Smith moved to approve the January 26, 2021 minutes. Mr. Wisener seconded the motion. The motion carried unanimously.

### 1.04 APPROVAL OF BILLS

Mr. Wisener moved to approve the January 2021 bills. Ms. Smith seconded the motion. The motion carried unanimously.

## 2.0 STAFF REPORTS

### 2.01 HEALTH COMMISSIONER

- Ms. Hiddleson shared the details for the DAC meeting.
- Ms. Hiddleson provided an update to SB 22 and the concerns for public health related to the inability to issue orders to safeguard the public. She shared that some changes do need to be made to the public health rules in a thoughtful manner; she particularly shared that her believe is a re-instatement of the Public Health Council would provide oversight to the Department of Health. A representative from the Senate and the House could be added to the PHC to allow for legislative input.
- Mr. Howard provided a Covid response and vaccination update.

### 2.02 FINANCE

**A. Finance Report** – Requested Board review and accept the year-to-date finance report. A copy of the year-to-date finance report was provided to the Board.

**PMT: Agency**

Ms. Smith moved to accept the year-to-date finance report. Mr. Karr seconded the motion. The motion carried unanimously.

## 5.0 OLD BUSINESS

### 5.01

**A. New Facility Update** – Every two weeks Agency representatives meet virtually with the representatives from Knoch Corporation, General Contractor, and Moody Nolan, Architecture and Engineering firm, to discuss the process of the construction of the new facility and address any concerns. Meetings were held on January 22, 2021 and February 5, 2021. The next scheduled meeting will be held on February 19, 2021. As part of those meetings the following pending change orders were identified:

- Pool Removal - \$88,114.06
- General Conditions/Extended Project Duration - \$63,630.00
- Well Abandonment- \$2,188.29

Additionally, discussions of the following items could result in a change order once approved however no estimated cost has been assigned:

- Building Pad Remediation/Debris
- Low Voltage Changes
- Existing Structure Demo
- Additional Fence South Side

Mr. Blayney, Ms. Hiddleson, and Ms. Hall provided additional updates.

**PMT: Quality/Agency  
Information Only**

### 5.025 SALARY SCALE/POLICIES/BENEFITS

**A.** Ms. Hiddleson informed the Board on January 27, 2021 that she would rather not accept the 4% raise offered, but rather accept a 3.25% as this is what the staff received in September 2020. Ms. Hiddleson requested the Employee Action Form reflect this request when it was submitted to the Auditor's office. Ms. Hiddleson feels that all members of the district have contributed to the success of the Covid response and an equal raise was most appropriate.

**PMT: Agency**

**The Board approved item on consent.**

## 6.0 NEW BUSINESS

### 6.01 FINANCE

**A. Recycling Litter Prevention Grant** – The District has agreement between DKMM Joint Solid Waste Management District to operate the Litter Grant. As part of that agreement the District agrees to contract with the Delaware County Board of Commissioners. The District will work with its prosecuting attorney to create an intergovernmental agreement between the District and the Delaware County Board of Commissioners to set up a contract for the District to bill the Delaware County Board of Commissioners for services performed. In the past the District's costs were deducted directly from the Delaware County's accounting ledgers. This new agreement will use proper accounting to record these transactions. There will be no change in the operation of the grant only the accounting of the transactions.

**PMT: Quality/Agency  
Information Only**

### 6.014 FEES

**A. Clinic Fee Schedule** - Requested Board approval of the updated Clinic Fees for 2021 to be effective February 23, 2021. A copy of the Fee Schedule was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

### 6.015 EXPENDITURES

**A. Laptops** – Requested Board approval for the purchase of five new laptops at a cost not to exceed \$6,000. The District will be retiring six older laptops that are each 6-7 years old that are broke or obsolete. The purchase of these new laptops will replace the older laptops. The need for new laptops has become increasingly important as the District continues to have off site vaccination clinics.

**PMT: Agency**

**The Board approved item on consent.**

**B. SERVPRO** – Informing the Board of an emergency purchase for sewage remediation services from SERVPRO. The Agency had a sewage leak in 3 W. Winter because of a blockage in a sewage pipe. Estimated cost of the cleanup should not exceed \$6,000.

**PMT: Agency  
Information Only**

### **6.18 NEW FUND**

**A. Enhanced Operations** – For the Boards information only, fund number 71651529 was assigned by the County Auditor’s Office to the newly created special revenue grant fund.

**PMT: Agency  
Information Only**

### **6.19 RECIND FUND**

**A. Maternal & Child Health** – Requested Board approval to rescind the Maternal & Child Health Fund (71051510) Special Revenue fund. The District no longer receives this grant therefore there is no need to have this fund.

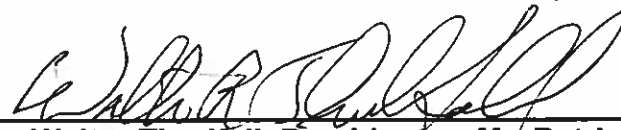
**PMT: Agency  
The Board approved item on consent.**


### **6.03 CONTRACTS**

**A. Contract Nurse Addendum** – Requested Board approval of the contract addendum for the contract nurses Patrick Lingo and Marjorie Vogt by \$2,500 from \$1,500 to \$4,000 each. Contract nurse services are necessary to provide vaccine to clients at the Agency clinics.

**PMT: Agency  
The Board approved item on consent.**

**There being no further business to come before the Board, the meeting adjourned at 7:53 PM.**

  
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**Dr. Walter Threlfall, President or Mr. Patrick Blayney, Vice President**

  
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**Secretary**

