

**GARRETT GUILLOZET, MPA, REHS | HEALTH COMMISSIONER**

1 - 3 WEST WINTER STREET | PO BOX 570 | DELAWARE, OHIO 43015-0570

PHONE: (740) 368-1700 FAX: (740) 368-1736 | DELAWAREHEALTH.ORG



## MEMO

Date: January 6, 2023

To: Board of Health

From: Garrett Guillozet, Health Commissioner

Re: Special Board meeting, Tuesday, January 10, 2023, 7:00 pm Basement - Training Room

### 1.0 CONVENTION

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
<b>1.01 CALL TO ORDER &amp; ATTENDANCE</b>  Mr. Blayney called the meeting to order at _____ PM. Attendance was taken via roll call.	2	<b>Mr. Blayney:</b> <b>Dr. Hickman:</b> <b>Ms. Howerton:</b> <b>Mr. Karr:</b> <b>Ms. Smith:</b> <b>Mr. Tiberi:</b> <b>Mr. Hatfield:</b> <b>Mr. Holzappel:</b> <b>Dr. Donaldson:</b>

### 5.0 OLD BUSINESS

*Items pending from the last meeting or information on prior actions and reports.*

<i>Agenda Item</i>	<i>TIME</i>	<i>Action/ Contact</i>
<b>5.032 Admin/Facilities</b>		<b>Roll Call Vote</b>
<b>A. Executive Session</b> – Mr. Guillozet request the Board adjourn to executive session for the discussion of the sale of the West Winter buildings.  <b>MOTION TO MOVE FROM GENERAL SESSION INTO EXECUTIVE SESSION</b> at _____ pm. to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property (Ohio Revised Code 121.22 (G)(2)).	45	<b>Motion By:</b> <b>Second:</b>  <b>Mr. Blayney:</b> <b>Dr. Hickman:</b> <b>Ms. Howerton:</b> <b>Mr. Karr:</b> <b>Ms. Smith:</b> <b>Mr. Tiberi:</b> <b>Mr. Hatfield:</b> <b>Mr. Holzappel:</b> <b>Dr. Donaldson:</b>
<b>MOTION TO RETURN TO GENERAL SESSION FROM EXECUTIVE SESSION AT _____ PM.</b>		<b>Motion By:</b> <b>Second:</b>  <b>Mr. Blayney:</b> <b>Dr. Hickman:</b> <b>Ms. Howerton:</b> <b>Mr. Karr:</b> <b>Ms. Smith:</b> <b>Mr. Tiberi:</b> <b>Mr. Hatfield:</b> <b>Mr. Holzappel:</b> <b>Dr. Donaldson:</b>
<b>Outcome (if applicable)</b>  <b>Motion:</b>	5	<b>Motion By:</b> <b>Second:</b>  <b>Ayes:</b> <b>Nays:</b>

<p><b>Amended contract with FCB for New Building Loan</b></p> <p>Mr. Guillozet requests the board to authorize the Health Commissioner to sign a contract amendment, pending review and approval by the Prosecutor’s Office, with FCB regarding an extension of the New Building Loan Contract. Due to the delay in occupancy, the loan contract must be extended to meet necessary payment deadlines. The current contract expires on January 27, 2023, and the proposed amended contract will expire on June 30, 2023.</p>	2	<p><b>Motion By:</b> <b>Second:</b></p> <p><b>Ayes:</b> <b>Nays:</b></p>
<p><b>Delaware County Auditor’s Office Fiscal Authorization</b></p> <p>The Auditor’s Office requires the Board of Health, as the appointing authority, appoint the Health Commissioner as an authorized fiscal approver for purchase orders, invoices/vouchers, and biweekly payroll worksheets. Mr. Guillozet requests the board approve the fiscal authorization request as required by the Delaware County Auditor.</p>		<p><b>Motion By:</b> <b>Second:</b></p> <p><b>Ayes:</b> <b>Nays:</b></p>
<p><b>ADJOURNMENT:</b></p> <p>The meeting was adjourned at _____PM.</p>	2	<p><b>Mr. Blayney</b></p>

Sincerely,

Garrett Guillozet Health Commissioner	Jen Keagy Deputy Health Commissioner	Adam Howard Deputy Health Commissioner	Dustin Kent Deputy Health Commissioner	Amy Whitney Director of Administrative Services	Matthew Clark Fiscal Officer
937-418-7211	419-202-1063	614-315-1337	740-360-4718	740-816-6419	740-973-7346