



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

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Date: February 24, 2023

To: Board of Health

From: Garrett Guillozet, MPS, RS/REHS, AEMT  
Health Commissioner

Re: Board meeting **Tuesday, February 28, 2023, 7:00 pm Basement – Training Room**  
**\*PMT – Performance Management Touchstone**

### 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>6.016 A Inventory</b> <b>6.017 A Advances</b> <b>6.021 A-C Authorization/Employment</b> <b>6.023 A-C Tuition Reimbursement/Staff Development</b> <b>6.032 A Admin/Facilities</b> <b>6.034 A-C Preventative Health</b> <b>6.052 A Policies</b> <b>6.053 A Resolutions</b>	<b>2</b>	<b>Approve</b>
<b>1.03 APPROVAL OF MINUTES</b> <b>A. Enclosed.</b>	<b>2</b>	<b>Approve</b>
<b>1.04 APPROVAL OF BILLS</b> <b>A. Enclosed.</b>	<b>2</b>	<b>Approve</b>

### 2.0 STAFF REPORTS

<i>Agenda Item</i>	<i>TIME</i>	<i>Action/ Contact</i>	<i>PMT</i>
<b>2.01 HEALTH COMMISSIONER</b>	<b>2</b>	<b>Info/Garrett</b>	
<b>2.02 FINANCE</b>			
<b>A. Finance Report</b> – Requesting Board review and accept the year-to-date finance report ( <b>attached</b> ). <b>Action Requested: Accept</b>	<b>2</b>	<b>Accept/ Matt</b>	<b>Agency</b>

<b>A. Preliminary 2024 Budget</b> – Discussion regarding 2024 Budget to be approved at March BOH meeting ( <b>handout</b> ). <b>Action Requested: Information/Discussion</b>	<b>2</b>	<b>Info/ Matt</b>	<b>Agency</b>
<b>2.03 COMMUNITY HEALTH</b>	<b>5</b>	<b>Jen</b>	<b>Agency</b>
<b>2.04 ENVIRONMENTAL HEALTH</b>	<b>5</b>	<b>Dustin</b>	<b>Agency</b>
<b>2.05 PREVENTATIVE HEALTH</b>	<b>5</b>	<b>Adam</b>	<b>Agency</b>
<b>2.06 ADMINISTRATION</b>	<b>6</b>	<b>Amy</b>	<b>Agency</b>

### 3.0 BOARD REPORTS

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
<b>3.01 BOARD PRESIDENT</b>	<b>&lt;15</b>	<b>Info</b>	
<b>3.03 BOARD MEMBER COMMENTS</b>	<b>&lt;10</b>	<b>Info</b>	

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

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
<b>4.01 PUBLIC HEALTH NUISANCE HEARING</b>			
<p><b>13122 Hatch Rd, Westerville, Ohio 43082, Harlem Township, Parcel #316-430-03-033-000</b></p> <p>Background Information: The Deputy Health Commissioner of Environmental Health and Investigating Environmental Health Specialist have reviewed the solid waste complaint on the property owned by Mervin &amp; Charlotte Sewell 13122 Hatch Rd, Westerville, Ohio 43082, Harlem Township, Parcel #316-430-03-033-000. The conditions that exist are in violation of Ohio Revised Code 3734.03 which states: <b><i>“No person shall dispose of solid waste by open burning or open dumping.”</i></b></p> <p>Also, the conditions that exist are in violation of Ohio Administrative Code 3745-500-01(B) which states:</p> <p><b><i>“No person shall conduct, permit, or allow open dumping. In the event that open dumping is occurring or has occurred at a property, the person responsible for the open dumping, the owner of the property, or the person who allows or allowed open dumping to occur, shall promptly remove and dispose or otherwise manage the solid waste in accordance with Chapter 3734 of the Revised Code, and shall submit verification that the solid waste has been properly managed.”</i></b></p> <p><b><u>See Supporting Documentation</u></b></p> <p><b>Motion: THE DELAWARE PUBLIC HEALTH DISTRICT BOARD OF HEALTH</b>, based upon the evidence given, has determined that a violation of the codes listed above exists and hereby issues a public health order to abate the nuisance by March 28, 2023. If the order is not complied within the time given, it will be forwarded to the Delaware County Prosecutor’s office for further action.</p>	<b>5</b>	<b>Approve/ Garrett</b>	<b>Community</b>

<p><b>109 Ross St, Delaware, Ohio 43015, City of Delaware, Parcel #519-433-22-002-000.</b></p> <p>Background Information: The Deputy Health Commissioner of Environmental Health and Investigating Environmental Health Specialist have reviewed the solid waste complaint on the property owned by Cherie Hardman 109 Ross St, Delaware, Ohio 43015, City of Delaware, Parcel #519-433-22-002-000. The conditions that exist are in violation of Ohio Revised Code 3734.03 which states: <b><i>“No person shall dispose of solid waste by open burning or open dumping. ”</i></b></p> <p>Also, the conditions that exist are in violation of Ohio Administrative Code 3745-500-01(B) which states:</p> <p><b><i>“No person shall conduct, permit, or allow open dumping. In the event that open dumping is occurring or has occurred at a property, the person responsible for the open dumping, the owner of the property, or the person who allows or allowed open dumping to occur, shall promptly remove and dispose or otherwise manage the solid waste in accordance with Chapter 3734 of the Revised Code, and shall submit verification that the solid waste has been properly managed.”</i></b></p> <p><u>See Supporting Documentation</u></p> <p><b>Motion:</b> THE DELAWARE PUBLIC HEALTH DISTRICT BOARD OF HEALTH, based upon the evidence given, has determined that a violation of the codes listed above exists and hereby issues a public health order to abate the nuisance by March 28, 2023. If the order is not complied with within the time given, it will be forwarded to the Delaware County Prosecutor’s office for further action.</p>	2	Approve/ Garrett	Community
<b>4.04 CITIZEN REQUEST</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>	<i>PMT</i>
<b>5.032 ADMINISTRATION/FACILITY</b>			
<p><b>A. New Facility</b> - 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.</p> <p>A copy of the available minutes is attached. The next scheduled meeting will be held on March 9, 2023. The current schedule shows a completion date of March 15, 2023.</p> <p><b>Change Orders:</b> Facility Budget Breakdown by category:</p>	15	Discussion/ Mr. Blayney Garrett	Agency

Owner Requested:	\$389,405.24			
Unforeseen Site Conditions:	\$307,351.64			
Pre-Engineered Metal Building Revisions:	\$148,192.22			
Miscellaneous:	\$587,771.38			
Total:	\$1,433,726.48			
<b>Action Requested: Discussion/Information</b>				

## 6.0 NEW BUSINESS

### *New items of information or for Board action*

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
<b>6.016 INVENTORY</b>			
<b>A. Equipment Disposal</b> – Request Board approval of disposal of obsolete, broken and duplicate equipment including a Epi9.0 Superwinch. The power supply cables and controls are missing. DPHD contracts towing service and no longer use this equipment. <b>Action Requested: Consent approval</b>	<b>0</b>	<b>Consent/ Dustin</b>	<b>Agency</b>
<b>6.017 ADVANCES/TRANSFERS</b>			
<b>A. Advance</b> – Request Board approval for an advance in the amount of \$10,000 from the General/Public Health Fund (70225111) into Safe Route 23 Corridor special revenue fund (71351515) for cash flow purposes due to the grant operating on a reimbursement basis. The advance will be returned to the General/Public Health Fund upon reimbursement. <b>Action Requested: Consent</b>	<b>0</b>	<b>Consent/ Matt</b>	<b>Agency</b>
<b>6.021 AUTHORIZATION/EMPLOYMENT</b>			
<b>A. Voluntary Resignation / Ms. Rachel Aller:</b> Request Board confirm the voluntary resignation of Ms. Rachel Aller, Administrative Assistant III – Clinical Services Unit, effective February 22, 2023. <b>Action Requested: Consent approval</b>	<b>0</b>	<b>Consent/ Amy</b>	<b>Agency</b>
<b>B. Voluntary Resignation / Ms. Dyan Fox</b> - Request Board accept resignation of Ms. Dyan Fox, Administrative Assistant II – WIC Unit, effective March 17, 2023. <b>Action Requested: Consent approval</b>	<b>0</b>	<b>Consent/ Amy</b>	<b>Agency</b>
<b>C. Voluntary Resignation / Ms. Wilmaries Padilla-Ortiz:</b> Request Board confirm the voluntary resignation of Ms. Wilmaries Padilla-Ortiz, Administrative Assistant III – Community Health, effective March 3, 2023. <b>Action Requested: Consent approval</b>	<b>0</b>	<b>Consent/ Amy</b>	<b>Agency</b>

<b>6.023 TUITION REIMBURSEMENT/STAFF DEVELOPMENT</b>			
<p><b>A. Conference / Ms. Melissa Adams</b> – Request Board approval to expend up to \$430 solid waste funds (70751507) for Ms. Mel Adams to attend the Ohio Compost Operator Education Course in Wooster, OH April 4-5. This course taught through OSU Extension is related to the Strategic Plan goal of Workforce Development and is an opportunity to earn continuing education credits. It will also help Ms. Adams conduct more thorough inspections of composting facilities in the health district. Expenses include registration fee, lodging and meals. Agenda is included.</p> <p><b>Action Requested: Consent approval</b></p>	<b>0</b>	<b>Consent/ Dustin</b>	<b>Quality</b>
<p><b>B. Conference / Mrs. Sarah Fink and Ms. Melissa Adams</b> – Request Board approval to expend up to \$175 Eh admin (702553) health funds for Mrs. Sarah Fink, &amp; Ms. Melissa Adams to attend the Ohio Environmental Health Association's Annual Education Conference in Dublin, OH, April 13 &amp; 14. They were missed in last month's request. This conference is directly related to Strategic Plan goal of Workforce Development and is an opportunity to earn continuing education credits. Expenses include registration fee (\$175 Conference). Agenda is included. Mrs. Fink is presenting, and Ms. Adams is OEHA Historian.</p> <p><b>Action Requested: Consent approval</b></p>	<b>0</b>	<b>Consent/ Dustin</b>	<b>Quality</b>
<p><b>C. Conference / Mr. Matt Randazzo and Mr. Jonathan Bowen</b> – Request Board approval to expend up to \$320 EH Admin (702553) health funds for Mr. Matt Randazzo, &amp; Mr. Jonathan Bowen to attend the Ohio Department of Health's Principles Workshop Columbus, OH, March 27<sup>th</sup> &amp; 28<sup>th</sup>. Other staff will attend Ohio Department of Health's Midwest Workshop covering a mixture of environmental health topics. Staff attendance will be determined soon. This conference is directly related to Strategic Plan goal of Workforce Development and is an opportunity to earn continuing education credits. Expenses include registration fee (\$20/day). Agenda is included.</p> <p><b>Action Requested: Consent approval</b></p>	<b>0</b>	<b>Consent/ Dustin</b>	<b>Quality</b>
<b>6.032 ADMIN/FACILITIES</b>			
<p><b>A. Auxiliary Bank Account</b> Request Board approval to authorize the Delaware County Board of Commissioners, and the Delaware County Treasurer (our fiscal agent) to open an auxiliary bank account through JP Morgan Chase Bank in Delaware Public Health District's name to receive various electronic payments from payors including, but not limited to, Medicare, Medicaid, TransactRX, and private health insurance.</p> <p>Incoming ACH payments will be reconciled, then deposited via check to the normal Delaware County Treasury promptly to ease in identifying the numerous ACH payments received by the Health District. The signors on this account will be Garrett Guillozet, Health Commissioner, and Amy Whitney, Director of Administrative Services.</p> <p><b>Action Requested: Consent approval</b></p>	<b>0</b>	<b>Consent/ Garrett</b>	<b>Agency</b>

<b>6.034 PREVENTATIVE HEALTH</b>			
<p><b>A. Reapply for Public Health Emergency Preparedness (PHEP) grant</b> - Request Board confirmation to reapply for the PHEP grant, provided by the Ohio Department of Health. This is a continuation of the PHEP grant that will be effective July 1, 2023 – June 30, 2024. DPHD is eligible for \$186,749. Reimbursement is deliverable based; therefore, reimbursement may vary.</p> <p>The goal of the grant is to <i>support the readiness of Ohio's local health departments responding to emergencies and providing epidemiological support</i>. If funded the Preventative Health Division requests Board approval to expend grant funds according to the Notice of Award.</p> <p><b>Action Requested: Consent approval</b></p>	<b>0</b>	<b>Consent/ Adam</b>	<b>Agency</b>
<p><b>B. Reapply for Get Vaccinated Ohio (GV) grant</b> – Request Board approval to apply for the GV grant, provided by the Ohio Department of Health. This is a continuation of the GV grant that will be effective July 1, 2023 – June 30, 2024. DPHD is eligible for \$59,596. Reimbursement is deliverable based; therefore, reimbursement may vary.</p> <p>The goal of the grant is to <i>improve and sustain vaccination coverage among children and adolescents, and to reduce vaccination coverage disparities in Ohio</i>. If funded the Preventative Health Division requests Board approval to expend grant funds according to the Notice of Award.</p> <p><b>Action Requested: Consent approval</b></p>	<b>0</b>	<b>Consent/ Adam</b>	<b>Agency</b>
<p><b>C. Apply for the Certified in Infection Control Scholarship</b> – Request Board confirmation to apply for the certified in infection control (CIC) and Associate-Infection Prevention and Control (a-IPC) scholarship, provided by the National Association of County and City Health Officials. This scholarship will provide up to \$2,500.</p> <p>The goal of this scholarship is to <i>provide local health districts funding for study material and examination fees for staff to sit for the CIC/a-IPC examination</i>. The Health District believes this certification will aid epidemiologists and disease investigation staff in detecting and mitigating outbreaks. If funded the Preventative Health Division requests Board approval to expend grant funds according to the Notice of Award.</p> <p><b>Action Requested: Consent approval</b></p>	<b>0</b>	<b>Consent/ Adam</b>	<b>Agency</b>
<b>6.04 SPECIAL REPORTS</b>			
<p><b>A. Performance Management Update:</b> The Performance Measures have been set for 2023; the 2022 overview will be provided.</p> <p><b>Action Requested: Discussion</b></p>	<b>10</b>	<b>Discussion/ Jen</b>	<b>All</b>

<b>6.052 POLICIES</b>			
<b>A. Approving the updated Personnel Policies-</b> Request Board approval of the updated Personnel Polices. Updates are indicated by red text ( <b>attached</b> ). <b>Action Requested: Consent approval</b>	<b>0</b>	<b>Consent/ Garrett</b>	<b>Agency</b>
<b>6.053 RESOLUTIONS</b>			
<b>A. Resolution 2015-04 Funding Policies –</b> Request Board approval of the updated Funding Policies. Updates are indicated by blue and green text ( <b>attached</b> ). <b>Action Requested: Consent approval</b>	<b>0</b>	<b>Consent/ Garrett</b>	<b>Agency</b>

Sincerely,

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

## **1.0 CONVENTION**

### **1.01 CALL TO ORDER & ATTENDANCE**

The January 31, 2023, meeting was held at the Delaware Public Health District located at 1 West Winter Street, Delaware, OH and called to order at 7:00 p.m. by Mr. Blayney. Board members present included: Mr. Blayney, Mr. Hatfield, Mr. Tiberi (entered at 7:10 pm), Ms. Smith, Dr. Donaldson, Mr. Karr and Mr. Holzapfel. Staff members present were Mr. Garrett Guillozet, Health Commissioner, Mr. Adam Howard, Deputy Health Commissioner of Preventative Health, Mr. Dustin Kent, Deputy Health Commissioner of Environmental Health, Ms. Jen Keagy, Deputy Health Commissioner of Community Health, Ms. Amy Whitney, Director of Administrative Services, Ms. Sarah Fink, Program Manager, and Ms. Lisa Brown, Administrative Assistant to the Health Commissioner.

### **1.02 CONSENT ITEMS**

#### **6.012 A-E Appropriations**

#### **6.014 A Fees**

#### **6.016 A Inventory**

#### **6.017 A-B Advances/Transfers**

#### **6.018 A New Fund**

#### **6.021 A-E Authorization/Employment**

#### **6.023 A -E Tuition Reimbursement/Staff Development**

#### **6.025 B Salary Scale/Policies/Benefits**

#### **6.051 A Appointments**

Item number 6.017 C Advances/Transfer was added to the agenda. Mr. Holzapfel moved to approve the consent agenda and agenda as amended and submitted. Dr. Donaldson seconded the motion. The motion carried unanimously.

### **1.03 APPROVAL OF MINUTES**

A. Mr. Hatfield moved to approve the December 8, 2022, January 10, 2023 and January 24, 2023 meeting minutes. The motion was seconded by Mr. Holzapfel. The motion carried unanimously.

### **1.04 APPROVAL OF BILLS (November 2022/December 2022)**

A. Mr. Hatfield moved to approve the November and December 2022 bills. The motion was seconded by Mr. Holzapfel. The motion carried unanimously.

## **2.0 STAFF AND DIVISION REPORTS**

### **2.01 HEALTH COMMISSIONER**

Mr. Guillozet reported on the following:

The health district now sits on the EMA executive committee. Mr. Guillozet attended the December meeting. The EMA director has resigned and has accepted a position with the State. The EMA executive committee will be conducting a search to fill the position.



Mr. Guillozet also sits on the hiring committee for the new Delaware City Fire Chief. The search process will begin in a couple of weeks.

Attended a Delaware County Legislative meeting on Friday. Meeting occurs the last Friday of every month. Group consists of all county-wide elected officials including state representatives.

Will begin "Getting to know you meetings" in the next couple of weeks. Anticipated will take a couple of months to complete.

Mr. Guillozet has been working on a lot of new building issues and has been very fortunate to have Mr. Blayney's excellent assistance. Also, Ms. Whitney has been carrying the torch to get staff out of this building.

A letter was sent to Flahive that indicated the Delaware Public Health District will continue the Flahive lease on a month to month basis. The current lease expired at the end of December 2022. As of date, a response has not been received.

Will be meeting with the Board of Elections Director to discuss a levy ballot initiative.

Staff have started getting preliminary quotes to mail the annual report. The quote received was for \$52,00 for sending to 75,000 households. Requested Board think about the pros and cons of mailing the annual report versus cost.

Introduced new employee Ms. Sarah Fink, Program Manager of Solid Waste.

## **2.02 FINANCE**

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

**Mr. Holzapfel moved to accept the year-to-date finance report. The motion was seconded by Ms. Smith. The motion carried unanimously.**

**B. Five-Year Forecast** – Requested Board review the updated Five-Year Forecast. A copy of the report was provided to the Board. Mr. Clark presented the Five-Year Forecast highlighting the revenues and expenses. Also, summarized that the report does not include the sale of the West Winter properties. Their was a brief discussion related to the levy (putting together a levy committee, when to put on the ballot and a projection of funding should the levy not pass).

**Information Only**

## **2.03 COMMUNITY HEALTH**

Ms. Keagy reported that staff are applying for a NIA Research Grant. This is nine-million-dollar grant over the course of 10 years.

## **2.04 ENVIRONMENTAL HEALTH**

Mr. Kent reported that all three program manager positions are filled. A new Administrative Assistant started Monday. Advertisement continues for an Environment Health Specialist.

Assisted by Mr. Guillozet, staff worked through a food service issue related to cleanliness and pests. The facility voluntarily closed and did a quick turn-around on cleaning and pesticide application.

Ms. Self developed a tabletop exercise related to a simulated foodborne outbreak.

Last Friday, staff submitted the vector control grant. It is hoped to purchase some equipment and provide support for two Interns.

Staff have been reviewing records and purging per the Record Retention Policy. Staff also have been converting paper records to an electronic version.

## **2.05 PREVENTATIVE HEALTH**

In 2022, Medical Reserve Corps (MRC) volunteers helped staff at four separate offsite clinics, donating a total of 64 hours valued at \$4,702.69. The Delaware County MRC currently has 772 volunteers enrolled in the Ohio Responds volunteer registry.

Staff are working to boost awareness and utilization of the BCMH program.

Throughout the measles response there were 67 total contact cases of which 8 were unvaccinated, 14 single dose and 45 double dose. The last exposure date in Delaware County was December 9, 2022 with an age range of 0-20. Staff were able to vaccinate two that had been exposed. Staff focused heavily on communication.

## **2.06 ADMINISTRATION**

HR – Staff are currently recruiting to fill four open positions (Dietician, Public Health Nurse, Environmental Health Specialist and Emergency Preparedness Coordinator). Interviews have begun to fill the Public Health Nurse position. Staff are having trouble filling the Dietician position. The Affordable Care Act reporting has been completed.

IT – IT staff have been very helpful with the new building. Brandy and IT meet every Tuesday.

Operations – Staff recently received an estimate to move out of the West Winter buildings. Depending on what furniture and other items the buyers keep, there is a chance to cut \$30,000 from the estimate. An electronic recycling day and shredding day is planned to take place in the near future. Ms. Whitney and Mr. Guillozet have met with Enterprise regarding the agency's fleet of vehicles. Two of the agency's pick up trucks were hit at the Eagles parking lot during the recent snow storm. Police are reviewing the video footage to ascertain the actual cause. The buyers have asked for several different documents and Ms. Whitney has been able to supply those documents.

## **3.0 BOARD REPORTS**

### **3.03 BOARD MEMBER COMMENTS**

Dr. Donaldson reported that she received a very nice compliment about Mr. Adam Howard from a student.

## **5.0 OLD BUSINESS**

### **5.032 ADMINISTRATION/FACILITY**

**A. New Facility** - 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.

A copy of the available minutes was provided to the Board. The next scheduled meeting will be held on February 9, 2023. The current schedule shows a completion date of March 15, 2023.

**Change Orders:**

Facility Budget Breakdown by category:

Owner Requested:	\$338,277
Unforeseen Site Conditions:	\$307,352
Pre-Engineered Metal Building Revisions:	\$151,430
Miscellaneous:	<u>\$537,498</u>
Total:	<u>\$1,334,556</u>

Outstanding CO: None at present

Draws Submitted/Received: #3 \$880,623.77  
#4 \$672,561.58

Total for loan after payment: \$2,435,892

Amount left to borrow: \$1,564,108

Budget attached.

**Information Only**

**B. Executive Session** - Mr. Guillozet requested the Board adjourn to Executive Session pursuant to ORC 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official and for Mr. Guillozet and Ms. Whitney to remain.

**MOTION TO MOVE FROM GENERAL SESSION INTO EXECUTIVE SESSION** at 8:15 pm to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official (Ohio Revised Code 121.22 (G)(1)).

**Motion By: Mr. Tiberi**  
**Second: Mr. Holzapfel**

**Mr. Blayney: yes**  
**Dr. Hickman: absent**  
**Ms. Howerton: absent**  
**Mr. Karr: yes**  
**Ms. Smith: yes**  
**Mr. Tiberi: yes**  
**Mr. Hatfield: yes**  
**Mr. Holzapfel: yes**  
**Dr. Donaldson: yes**

**Motion to exit Executive Session and to return to General Session at 8:35 pm.**

**Motion By: Mr. Hatfield**  
**Second: Mr. Tiberi**

**No action was taken as a result of the Executive Session.**

**Mr. Blayney: yes**  
**Dr. Hickman: absent**  
**Ms. Howerton: absent**  
**Mr. Karr: yes**  
**Ms. Smith: yes**  
**Mr. Tiberi: yes**  
**Mr. Hatfield: yes**  
**Mr. Holzapfel: yes**  
**Dr. Donaldson: yes**

**6.0 NEW BUSINESS****6.012 APPROPRIATIONS**

**A. DPHD New Office** – Requested Board approval to increase the current 2023 DGHD New Office (71451401) expense appropriation from \$277,717.69 to \$1,818,305.00. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. A copy of the budget revision form was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

**B. Sewage Program** – Requested Board approval to increase the current 2023 Sewage Program (75851405) expense appropriation from \$0 to \$346,837.36 and establish a revenue budget of \$359,123.10. This change is necessary to due to new fund establishment in item 6.018(A). A copy of the budget revision form was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

**C. Sewage** – Requested Board approval to decrease the current 2023 Sewage (70225443) expense appropriation from \$244,943.41 to \$61,000.00. This change is necessary to allow for run off of current expenditures and prior year/current year encumbrances before child key discontinuance. A copy of the budget revision form was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

**D. New Facility Debt Service** – Requested Board approval to decrease the current 2023 New Facility Debt Service (75451402) expense appropriation from \$266,800.00 to \$145,015.00. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. A copy of the budget revision form was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

**E. Heal Grant** – Requested Board approval to increase the current 2023 Heal Grant (70225231) expense appropriation from \$11,002.67 to \$40,726.82. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. A copy of the budget revision form was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

#### **6.014 FEES**

**A. Clinic Fee Schedule:** Requested Board approval of updated Clinic Service Fees for 2023 to be effective February 1, 2023. A copy of the Fee schedule was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

#### **6.016 INVENTORY**

**A. Equipment Disposal** – Requested Board approval of disposal of obsolete, broken and duplicate equipment including a 1996 Tapcon 50B Laser transit and receiver, a 1998 Spectra Precision L130 Laser transit and receiver, a 2000 Spectra Precision 1004 Laser transit and receiver, a 1997 Spectra Precision L130 Laser transit and receiver, an unknown Dave White surveyor's sight, a 90's era YSI Dissolved Meter, miscellaneous laser tri-pods, miscellaneous story poles, miscellaneous tile probes, playground safety kits & BAC mascot costume.

**PMT: Agency**

**The Board approved item on consent.**

#### **6.017 ADVANCES/TRANSFERS**

**A. Advances** -- In order to maintain adequate fund balances with reimbursable grants, the 2021 advance made to fund 75551403 (\$150,000), and 2022 advances made to funds 75651404 (\$100,000), and 71651530 (\$90,000), will carryover through 2023. The advances will be returned to General/Public Health Fund when the grants expire.

**PMT: Agency**

**The Board approved item on consent.**

**B. Advance** – Requested Board approval for an advance in the amount of \$50,000 from the General/Public Health Fund (70225111) into the Sewage Program special revenue fund (75851405) for cash flow purposes due to the new fund being established in 6.018(A) below. The advance will be returned to the General/Public Health Fund upon sufficient fund balance requirements in the Sewage Program special revenue fund.

**PMT: Agency**

**The Board approved item on consent.**

**C. Advance** – Requested Board approval for an advance in the amount of \$25,000 from the General/Public Health Fund (70225111) into the 2022 Enhanced Operations Grant special revenue fund (71651530) for cash flow purposes due to the grant operating on a reimbursement basis. The advance will be returned to the General/Public Health Fund upon reimbursement.

**PMT: Agency**

**Mr. Hatfield moved to approve advance as outlined in item 6.017 C. The motion was seconded by Mr. Tiberi. The motion carried unanimously.**

#### **6.018 NEW FUND**

**A. Sewage Program** – Requested Board approval to create the Sewage Program special revenue fund (75851405) to ensure compliance with ORC 3718.06. DPHD will discontinue use of the Sewage child key in the Public Health Fund (70225443) in Fiscal Year 2024 to allow for run off of current revenue, expenditures, and encumbrances.

**PMT: Agency**

**The Board approved item on consent.**

#### **6.021 AUTHORIZATION/EMPLOYMENT**

**A. Probationary Separation / Mr. Stuart Patterson:** Requested Board confirm the probationary separation of Mr. Stuart Patterson, Public Health Nurse II, effective January 4, 2023.

**PMT: Agency**

**The Board approved item on consent.**

**B. Probationary Separation / Ms. Angela Frost:** Requested Board confirm probationary separation of Ms. Angela Frost, Administrative Assistant, effective January 11, 2023.

**PMT: Agency**

**The Board approved item on consent.**

**C. Voluntary Resignation / Ms. Carolyn Nye:** Requested Board confirm the voluntary resignation of Ms. Carolyn Nye, WIC Health Professional, effective January 11, 2023.

**PMT: Agency**

**The Board approved item on consent.**

**D. Voluntary Resignation / James Schwaderer:** Requested Board confirm the voluntary resignation of Mr. James Schwaderer, Community Health Specialist II, effective January 25, 2023.

**PMT: Agency**

**The Board approved item on consent.**

**E. Voluntary Resignation / Jessica Nutter:** Requested Board confirm the voluntary resignation of Ms. Jessica Nutter, Administrative Assistant, effective February 10, 2023.

**PMT: Agency**

**The Board approved item on consent.**

#### **6.023 TUITION REIMBURSEMENT/STAFF DEVELOPMENT**

**A. Conference / Ms. Lori Kannally** - Requested Board approval to expend up to \$2,325.00 PHEP and Public Health funds for Ms. Lori Kannally to attend the 2023 Preparedness Summit in Atlanta, Georgia April 24-27, 2023. This conference is applicable to the work of the District and is directly related to Strategic Plan goal of Quality. The knowledge and insights gained at the Preparedness Summit will benefit the emergency preparations of the Delaware Public Health District, provide tools for strengthening relationships with community partners, and help to ensure the Delaware Public Health District is prepared for future challenges. Expenses include conference/registration (\$660.00); hotel (\$780.00); meals (\$330.00); airfare (\$450.00) and parking/Taxi (\$105.00). Ms. Kannally received supplemental funding (\$378.85) from additional ODH PHEP grant funding to attend this conference.

**PMT: Agency**

**The Board approved item on consent.**

**B. Conference / Ms. Sarah Fink** – Requested Board approval to expend up to \$1400 vector funds (70225444) for Ms. Sarah Fink to attend the American Mosquito Control Association Annual Meeting in Reno, NV February 27- March 3. Ms. Fink had submitted a successful abstract to present at this conference while still employed with Franklin County Public Health. She received a competitive \$1000 Industry Supported Young Professional Travel award for this event. Ms. Fink will also attend the free Young Professional Pre-Conference Workshop on Monday 2/27 as part of her travel award. This conference is directly related to Strategic Plan goal of Workforce Development and Visible Leadership as this conference will also assist Ms. Fink in her leadership of the Ohio Mosquito and Vector Control Association. Ms. Fink will be presenting one session at the conference. Expenses include registration fee (\$485), lodging (\$114/night for 5 nights), airfare (\$847) and per diem (estimated not to exceed \$299 with meals provided by conference). A copy of the agenda, GSA rates for Reno and travel award letter was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

**C. Conference / Plumbing Inspectors** – Requested Board approval to expend up to \$1,100 Plumbing funds (70225446) funds for Mr. Dwight Brill, Mr. Darrin Dawson, Mr. Kris Olszewski & Mr. Gabe Smith to attend the Ohio Association of Plumbing Inspectors Annual Meeting in Lewis Center, OH, March 5<sup>th</sup> & 6<sup>th</sup>. This conference is directly related to Strategic Plan goal of Workforce Development and is an opportunity to earn continuing education credits. Expenses include registration fee and membership (\$250). A copy of the agenda was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

**D. Conference** – Requested Board approval to expend up to \$1,400 Eh admin (702553) health funds for Mr. Dustin Kent, Mrs. Shannon Self, Mrs. Jen Wilson, Miss Karie Sanders, Miss Brittany Zoecklein, Miss Simran Kaur, Mr. Matt Randazzo & Mr. Jon Bowen to attend the Ohio Environmental Health Association's Annual Education Conference in Dublin, OH, April 13 & 14. This conference is directly related to Strategic Plan goal of Workforce Development and is an opportunity to earn continuing education credits. Expenses include registration fee (\$175 Conference, \$215 EHSIT Test Course). A copy of the agenda was provided to the Board. Miss Zoecklein is managing the EHSIT Test Prep class. Mr. Kent and Mrs. Self will both be teaching sections of the course.

**PMT: Agency**

**The Board approved item on consent.**

**E. Conference Mr. Dustin Kent & Ms. Lisa Spangler** – Requested Board approval to expend up to \$200 Vector (70225444) health funds for Mr. Dustin Kent, & Ms. Lisa Spangler to attend the Ohio Commercial Pesticide Recertification Conference in Columbus, OH February 21st. This conference is directly related to Strategic Plan goal of Workforce Development and is an opportunity to earn continuing education credits. Expenses include registration fee (\$90.00). A copy of the agenda was provided to the Board.

**PMT: Agency**

**The Board approved item on consent.**

#### **6.025 SALARY SCALE/POLICIES/BENEFITS**

**A. Table of Organization** – Attached is a copy of the updated Table of Organization.

**Information Only**

**B. Employee Provided Vehicle** – Ms. Lauren Robinson, Program Manager WIC, is driving an agency vehicle in the performance of her duties. Per policy, agency vehicles may not be “housed” outside of the district limits. For efficiencies, Mr. Guillozet requested that Ms. Robinson be permitted to “house” her assigned vehicle at her residence. Ms. Robinson will be responsible for the cost of any personal mileage per policy and will submit those miles each pay period.

**PMT: Agency/Engagement**

**The Board approved item on consent.**

#### **6.032 ADMIN/FACILITIES**

**A. Realtor Contract** - Ms. Walsh’s contract is set to expire at the end of this month. Mr. Guillozet recommended extending the contract for services to March 31, 2023.

**Mr. Tiberi moved to approve extend Ms. Walsh’s contract through the end of March. The motion was seconded by Ms. Smith. The motion carried unanimously.**

#### **6.04 SPECIAL REPORTS**

**A. Strategic Plan Update:** The Strategic Plan progress report for December 2022 is complete. The summary report was provided to the Board. Mr. Guillozet noted that timelines have been adjusted. Also, that staff are looking to hold a Strategic Plan Retreat in the Fall.

**PMT: Agency, Quality, Engagement, Community**

**Information Only**

#### **6.051 APPOINTMENTS**

**A. BOH Reimbursement** - Mr. Tiberi selected not to be reimbursed for his BOH participation in 2021 when he was appointed to the BOH; the BOH approved this request. Mr. Tiberi has requested to begin receiving reimbursement in 2023.

**The Board approved item on consent.**

#### **ADJOURN**

**Mr. Holzapfel moved to adjourn. The motion was seconded by Mr. Tiberi. The motion carried unanimously. The meeting adjourned at 8:38 pm.**

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Patrick Blayney, President

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Date

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Garrett Guillozet, Health Commissioner

or Amy Howerton, Vice President

Date

Secretary to the Board of Health

Date



Delaware Public Health District				
List of Bills 01/01/2023 through 01/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
ADMINISTRATION	1/13/2023	EMPLOYEES	SALARY	\$109,290.30
			TOTAL 5001	\$109,290.30
	1/27/2023	EMPLOYEES	OVERTIME	\$151.21
			TOTAL 5004	\$151.21
	1/17/2023	LINCOLN NATIONAL LIFE INSURANCE CO	HEALTH INSURANCE	\$1,201.17
	1/17/2023	MATRIX INTEGRATED PSYCHOLOGICAL SVCS	EAP	\$284.90
	1/17/2023	TASC	HEALTH INSURANCE	\$1,278.84
	1/20/2023	ANTHEM BLUE CROSS AND BLUE SHIELD	HEALTH INSURANCE	\$99,261.11
	1/20/2023	MATRIX INTEGRATED PSYCHOLOGICAL SVCS	EAP	\$284.90
	1/20/2023	VSP OHIO	VISION INSURANCE	\$754.39
			TOTAL 5101	\$103,065.31
	1/13/2023	EMPLOYEES	WORKERS COMP	\$353.17
			TOTAL 5102	\$353.17
	1/17/2023	DELTA DENTAL PLAN OF OHIO	DENTAL INSURANCE	\$3,630.32
			TOTAL 5103	\$3,630.32
	1/17/2023	LINCOLN NATIONAL LIFE INSURANCE CO	LIFE INSURANCE	\$1,331.95
			TOTAL 5104	\$1,331.95
	1/13/2023	EMPLOYEES	PERS	\$9,447.90
			TOTAL 5120	\$9,447.90
	1/27/2023	BOARD MEMBERS	SOCIAL SECURITY	\$34.72
			TOTAL 5121	\$34.72
	1/13/2023	EMPLOYEES	MEDICARE	\$1,618.60
			TOTAL 5131	\$1,618.60
	1/17/2023	GALLS	OTHER SUPPLIES	\$157.99
			TOTAL 5201	\$157.99
	1/9/2023	DINSMORE & SHOHL LLP	OTHER PROFESSIONAL SERVICE	\$560.00
	1/17/2023	CLEMANS NELSON & ASSOC INC	OTHER PROFESSIONAL SERVICE	\$175.00
	1/20/2023	SPARLING DO, WENDY L	MEDICAL DIRECTOR	\$625.00
			TOTAL 5301	\$1,360.00
	1/17/2023	ASSOC OF OHIO HEALTH COMM	CONF REGISTRATION FEE	\$270.00
			TOTAL 5305	\$270.00
	1/17/2023	SELECTIVE GIFT INSTITUTE INC	PERSONNEL AWARD	\$75.00
	1/17/2023	SELECTIVE GIFT INSTITUTE INC	PERSONNEL AWARD	\$200.00
	1/17/2023	SELECTIVE GIFT INSTITUTE INC	PERSONNEL AWARD	\$50.00
	1/20/2023	SELECTIVE GIFT INSTITUTE INC	PERSONNEL AWARD	\$25.00
			TOTAL 5317	\$350.00
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$90.00
			TOTAL 5332	\$90.00
	1/17/2023	CITY OF DELAWARE	BACKGROUND CHECKS	\$35.00
			TOTAL 5380	\$35.00
	1/31/2023		ADV TO 71651530 ENHANCED OPER	\$25,000.00
			TOTAL 8500	\$25,000.00
			ADMINISTRATION TOTAL	\$256,186.47
VITAL STATS	1/13/2023	EMPLOYEES	SALARY	\$3,206.24
			TOTAL 5001	\$3,206.24
	1/13/2023	EMPLOYEES	OVERTIME	\$65.98
			TOTAL 5004	\$65.98
	1/13/2023	EMPLOYEES	WORKERS COMP	\$29.45
			TOTAL 5102	\$29.45
	1/13/2023	EMPLOYEES	PERS	\$785.33
			TOTAL 5120	\$785.33
	1/13/2023	EMPLOYEES	MEDICARE	\$47.88
			TOTAL 5131	\$47.88
	1/17/2023	OHIO DIVISION REAL ESTATE	REMIT TO STATE	\$30.00
	1/17/2023	OHIO DIVISION REAL ESTATE	REMIT TO STATE	\$20.00
	1/17/2023	TREASURER, STATE OF OHIO	REMIT TO STATE	\$22,097.44
			TOTAL 5365	\$22,147.44
			VITAL STATS TOTAL	\$26,282.32
FACILITIES	1/13/2023	EMPLOYEES	SALARY	\$3,419.20
			TOTAL 5001	\$3,419.20
	1/13/2023	EMPLOYEES	WORKERS COMP	\$30.78
			TOTAL 5102	\$30.78

Delaware Public Health District				
List of Bills 01/01/2023 through 01/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
	1/13/2023	EMPLOYEES	PERS	\$820.60
			TOTAL 5120	\$820.60
	1/27/2023	EMPLOYEES	MEDICARE	\$52.70
			TOTAL 5131	\$52.70
	1/17/2023	HARDWARE EXCHANGE CO INC	OTHER SUPPLIES	\$29.98
	1/20/2023	FIRST COMMONWEALTH BANK	OTHER SUPPLIES	\$30.97
			TOTAL 5201	\$60.95
	1/17/2023	MODERN MAID LLC,THE	OTHER PROFESSIONAL SERVICE	\$1,925.00
	1/20/2023	DINSMORE & SHOHL LLP	OTHER PROFESSIONAL SERVICE	\$760.00
			TOTAL 5301	\$2,685.00
	1/17/2023	CINTAS CORPORATION	MAT RENTAL	\$42.22
	1/17/2023	CINTAS CORPORATION	MAT RENTAL	\$42.22
	1/17/2023	CINTAS CORPORATION	MAT RENTAL	\$42.22
	1/17/2023	CINTAS CORPORATION	MAT RENTAL	\$42.22
	1/20/2023	AIR FORCE ONE INC	BUILDING MAINT	\$712.50
	1/20/2023	PAULS EXTERMINATING INC	BUILDING MAINT	\$35.00
	1/20/2023	CINTAS CORPORATION	MAT RENTAL	\$42.22
	1/20/2023	HOFFMANS LAWN CARE LLC	BUILDING MAINT	\$210.00
	1/20/2023	HOFFMANS LAWN CARE LLC	BUILDING MAINT	\$102.00
			TOTAL 5328	\$1,270.60
	1/17/2023	ZION UNITED CHURCH OF CHRIST	PARKING SPACE RENTAL	\$5,742.00
	1/20/2023	QUADIENT INC	POSTAGE MACHINE RENTAL	\$998.10
			TOTAL 5335	\$6,740.10
	1/20/2023	TREASURER,DELAWARE COUNTY	REAL ESTATE TAXES	\$4,197.33
	1/20/2023	TREASURER,DELAWARE COUNTY	REAL ESTATE TAXES	\$91.83
	1/20/2023	TREASURER,DELAWARE COUNTY	REAL ESTATE TAXES	\$4,733.64
			TOTAL 5380	\$9,022.80
			FACILITIES TOTAL	\$24,102.73
DATA	1/13/2023	EMPLOYEES	SALARY	\$10,872.20
			TOTAL 5001	\$10,872.20
	1/13/2023	EMPLOYEES	OVERTIME	\$74.30
			TOTAL 5004	\$74.30
	1/13/2023	EMPLOYEES	WORKERS COMP	\$98.51
			TOTAL 5102	\$98.51
	1/13/2023	EMPLOYEES	PERS	\$2,627.16
			TOTAL 5120	\$2,627.16
	1/13/2023	EMPLOYEES	MEDICARE	\$164.86
			TOTAL 5131	\$164.86
	1/9/2023	DELL MARKETING LP	DATA PROCESSING EQUIPEMENT	\$1,329.00
			TOTAL 5260	\$1,329.00
	1/17/2023	MARKETING SALES SOLUTIONS INC	OTHER PROFESSIONAL SERVICE	\$112.50
			TOTAL 5301	\$112.50
	1/20/2023	STONE,WESLEY	CONF REGISTRATION FEE	\$189.00
			TOTAL 5305	\$189.00
	1/17/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	\$764.99
			TOTAL 5315	\$764.99
	1/17/2023	J2 CLOUD SERVICES LLC	DATA PROCESSING SERVICE	\$270.67
	1/20/2023	30 LINES LLC	DATA PROCESSING SERVICE	\$225.00
	1/20/2023	FIRST COMMONWEALTH BANK	DATA PROCESSING SERVICE	\$119.40
	1/20/2023	FIRST COMMONWEALTH BANK	DATA PROCESSING SERVICE	\$705.00
			TOTAL 5320	\$1,320.07
	1/17/2023	COMDOC INC	MAINT CONTRACT	\$21.97
	1/17/2023	COMDOC INC	MAINT CONTRACT	\$19.97
			TOTAL 5325	\$41.94
	1/17/2023	FRONTIER	TELEPHONE SERVICE	\$828.98
	1/20/2023	GREENFLY NETWORKS INC	TELEPHONE SERVICE	\$366.71
			TOTAL 5330	\$1,195.69
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$58.50
			TOTAL 5332	\$58.50
			DATA TOTAL	\$18,848.72
BUILDING	1/9/2023	AIR FORCE ONE INC	BUILDING MAINT	\$575.00
	1/9/2023	AIR FORCE ONE INC	BUILDING MAINT	\$325.00
	1/17/2023	SELLERS ELECTRIC CO INC	BUILDING MAINT	\$300.00
	1/17/2023	SELLERS ELECTRIC CO INC	BUILDING MAINT	\$250.00
	1/17/2023	SELLERS ELECTRIC CO INC	BUILDING MAINT	\$450.00

Delaware Public Health District				
List of Bills 01/01/2023 through 01/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
	1/17/2023	SELLERS ELECTRIC CO INC	BUILDING MAINT	\$400.00
	1/20/2023	AIR FORCE ONE INC	BUILDING MAINT	\$368.41
	1/20/2023	AIR FORCE ONE INC	BUILDING MAINT	\$387.50
			TOTAL 5328	\$3,055.91
	1/17/2023	CITY OF DELAWARE	TRASH REMOVAL	\$69.00
	1/17/2023	CITY OF DELAWARE	WATER AND SEWAGE	\$110.80
	1/17/2023	CITY OF DELAWARE	WATER AND SEWAGE	\$31.26
	1/17/2023	CITY OF DELAWARE	WATER AND SEWAGE	\$108.86
	1/17/2023	CITY OF DELAWARE	WATER AND SEWAGE	\$57.51
			TOTAL 5338	\$377.43
			BUILDING TOTAL	\$3,433.34
SUNBURY	1/13/2023	EMPLOYEES	SALARY	\$6,003.13
			TOTAL 5001	\$6,003.13
	1/13/2023	EMPLOYEES	WORKERS COMP	\$54.04
			TOTAL 5102	\$54.04
	1/13/2023	EMPLOYEES	PERS	\$1,440.75
			TOTAL 5120	\$1,440.75
	1/13/2023	EMPLOYEES	MEDICARE	\$85.37
			TOTAL 5131	\$85.37
	1/17/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	\$264.98
			TOTAL 5315	\$264.98
	1/17/2023	CINTAS CORPORATION	MAT RENTAL	\$13.83
	1/17/2023	CINTAS CORPORATION	MAT RENTAL	\$13.83
	1/17/2023	CINTAS CORPORATION	MAT RENTAL	\$32.80
	1/17/2023	CINTAS CORPORATION	MAT RENTAL	\$13.83
	1/20/2023	CINTAS CORPORATION	MAT RENTAL	\$13.83
			TOTAL 5328	\$88.12
	1/17/2023	SUNBURY MILLS PLAZA LLC	BUILDING RENT	\$2,449.99
			TOTAL 5335	\$2,449.99
	1/17/2023	AMERICAN ELECTRIC POWER	ELECTRICITY	\$116.30
	1/20/2023	SUNBURY MILLS PLAZA LLC	WATER AND SEWAGE	\$36.00
			TOTAL 5338	\$152.30
			SUNBURY TOTAL	\$10,538.68
CH ADMIN	1/13/2023	EMPLOYEES	SALARY	\$77,360.24
			TOTAL 5001	\$77,360.24
	1/27/2023	EMPLOYEES	OVERTIME	\$362.29
			TOTAL 5004	\$362.29
	1/13/2023	EMPLOYEES	WORKERS COMP	\$462.86
			TOTAL 5102	\$462.86
	1/13/2023	EMPLOYEES	PERS	\$12,342.07
			TOTAL 5120	\$12,342.07
	1/13/2023	EMPLOYEES	MEDICARE	\$1,146.17
			TOTAL 5131	\$1,146.17
	1/20/2023	FIRST COMMONWEALTH BANK	OTHER SUPPLIES	\$7.98
			TOTAL 5201	\$7.98
	1/20/2023	FIRST COMMONWEALTH BANK	FOOD SUPPLIES	\$59.46
			TOTAL 5294	\$59.46
	1/9/2023	CARROLL, NICOLE L	OTHER PROFESSIONAL SERVICE	\$868.75
	1/20/2023	DELAWARE AFRICAN AMERICAN	OTHER PROFESSIONAL SERVICE	\$5,000.00
			TOTAL 5301	\$5,868.75
	1/20/2023	AIM MEDIA MIDWEST OPERATING LLC	ADVERTISING	\$1,109.80
	1/20/2023	FIRST COMMONWEALTH BANK	ADVERTISING	\$77.94
			TOTAL 5312	\$1,187.74
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$150.00
			TOTAL 5332	\$150.00
	1/20/2023	FIRST COMMONWEALTH BANK	CATERING	\$263.50
			TOTAL 5381	\$263.50
			CH ADMIN TOTAL	\$99,211.06
COMMUNICATIONS	1/13/2023	EMPLOYEES	SALARY	\$6,234.54
			TOTAL 5001	\$6,234.54
	1/13/2023	EMPLOYEES	WORKERS COMP	\$56.12
			TOTAL 5102	\$56.12

Delaware Public Health District				
List of Bills 01/01/2023 through 01/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
	1/13/2023	EMPLOYEES	PERS	\$1,496.30
			TOTAL 5120	\$1,496.30
	1/13/2023	EMPLOYEES	MEDICARE	\$99.44
			TOTAL 5131	\$99.44
	1/17/2023	LAMAR COMPANIES INC,THE	ADVERTISING	\$890.00
			TOTAL 5312	\$890.00
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$30.00
			TOTAL 5332	\$30.00
			COMMUNICATIONS TOTAL	\$8,806.40
MRC 2022	1/20/2023	FIRST COMMONWEALTH BANK	PROGRAM SUPPLIES	\$217.00
			TOTAL 5215	\$217.00
	1/17/2023	CDW GOVERNMENT INC	DATA PROCESSING SERVICE	\$47.52
			TOTAL 5320	\$47.52
			MRC 2022 TOTAL	\$264.52
RISE GRANT	1/20/2023	FIRST COMMONWEALTH BANK	PROGRAM SUPPLIES	\$706.48
			TOTAL 5215	\$706.48
			RISE GRANT TOTAL	\$706.48
PHEP	1/27/2023	EMPLOYEES	SALARY	\$11,870.28
			TOTAL 5001	\$11,870.28
	1/13/2023	EMPLOYEES	WORKERS COMP	\$106.82
			TOTAL 5102	\$106.82
	1/27/2023	EMPLOYEES	PERS	\$2,779.04
			TOTAL 5120	\$2,779.04
	1/13/2023	EMPLOYEES	MEDICARE	\$178.49
			TOTAL 5131	\$178.49
	1/20/2023	FIRST COMMONWEALTH BANK	PROGRAM SUPPLIES	\$195.00
			TOTAL 5215	\$195.00
	1/20/2023	FIRST COMMONWEALTH BANK	EQUIPMENT	\$2,765.12
			TOTAL 5260	\$2,765.12
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$77.09
			TOTAL 5332	\$77.09
			PHEP TOTAL	\$17,971.84
HEAL GRANT	1/13/2023	EMPLOYEES	SALARY	\$1,009.60
			TOTAL 5001	\$1,009.60
	1/13/2023	EMPLOYEES	WORKERS COMP	\$9.08
			TOTAL 5102	\$9.08
	1/13/2023	EMPLOYEES	PERS	\$242.30
			TOTAL 5120	\$242.30
	1/13/2023	EMPLOYEES	MEDICARE	\$15.64
			TOTAL 5131	\$15.64
			HEAL GRANT TOTAL	\$1,276.62
EH ADMIN	1/13/2023	EMPLOYEES	SALARY	\$15,187.04
			TOTAL 5001	\$15,187.04
	1/27/2023	EMPLOYEES	OVERTIME	\$58.65
			TOTAL 5004	\$58.65
	1/13/2023	EMPLOYEES	WORKERS COMP	\$137.24
			TOTAL 5102	\$137.24
	1/13/2023	EMPLOYEES	PERS	\$3,658.98
			TOTAL 5120	\$3,658.98
	1/13/2023	EMPLOYEES	MEDICARE	\$231.53
			TOTAL 5131	\$231.53
	1/20/2023	FIRST COMMONWEALTH BANK	LICENSE	\$30.50
			TOTAL 5305	\$30.50
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$62.96
			TOTAL 5332	\$62.96
			EH ADMIN TOTAL	\$19,366.90
SEWAGE	1/13/2023	EMPLOYEES	SALARY	\$16,410.84

Delaware Public Health District				
List of Bills 01/01/2023 through 01/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
			TOTAL 5001	\$16,410.84
	1/13/2023	EMPLOYEES	OVERTIME	\$67.65
			TOTAL 5004	\$67.65
	1/13/2023	EMPLOYEES	WORKERS COMP	\$144.30
			TOTAL 5102	\$144.30
	1/13/2023	EMPLOYEES	PERS	\$3,891.15
			TOTAL 5120	\$3,891.15
	1/13/2023	EMPLOYEES	MEDICARE	\$253.08
			TOTAL 5131	\$253.08
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$95.15
			TOTAL 5332	\$95.15
			SEWAGE TOTAL	\$20,862.17
VECTOR	1/13/2023	EMPLOYEES	SALARY	\$3,166.40
			TOTAL 5001	\$3,166.40
	1/13/2023	EMPLOYEES	OVERTIME	\$83.93
			TOTAL 5004	\$83.93
	1/13/2023	EMPLOYEES	WORKERS COMP	\$29.23
			TOTAL 5102	\$29.23
	1/13/2023	EMPLOYEES	PERS	\$780.06
			TOTAL 5120	\$780.06
	1/13/2023	EMPLOYEES	MEDICARE	\$50.13
			TOTAL 5131	\$50.13
	1/20/2023	ENVIRONMENTAL ENTERPRISES INC	OTHER PROFESSIONAL SERVICE	\$701.80
			TOTAL 5301	\$701.80
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$24.32
			TOTAL 5332	\$24.32
			VECTOR TOTAL	\$4,835.87
RESIDENTIAL SERVICE	1/13/2023	EMPLOYEES	SALARY	\$2,999.69
			TOTAL 5001	\$2,999.69
	1/27/2023	EMPLOYEES	OVERTIME	\$84.20
			TOTAL 5004	\$84.20
	1/13/2023	EMPLOYEES	WORKERS COMP	\$27.77
			TOTAL 5102	\$27.77
	1/13/2023	EMPLOYEES	PERS	\$732.19
			TOTAL 5120	\$732.19
	1/13/2023	EMPLOYEES	MEDICARE	\$47.72
			TOTAL 5131	\$47.72
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$11.79
			TOTAL 5332	\$11.79
			RESIDENTIAL SERVICE TOTAL	\$3,903.36
PLUMBING	1/13/2023	EMPLOYEES	SALARY	\$26,923.87
			TOTAL 5001	\$26,923.87
	1/27/2023	EMPLOYEES	OVERTIME	\$89.25
			TOTAL 5004	\$89.25
	1/13/2023	EMPLOYEES	WORKERS COMP	\$243.12
			TOTAL 5102	\$243.12
	1/13/2023	EMPLOYEES	PERS	\$6,464.63
			TOTAL 5120	\$6,464.63
	1/13/2023	EMPLOYEES	MEDICARE	\$411.47
			TOTAL 5131	\$411.47
	1/17/2023	CITY OF DELAWARE	OTHER PROFESSIONAL SERVICE	\$900.79
	1/17/2023	CITY OF POWELL	OTHER PROFESSIONAL SERVICE	\$415.80
	1/31/2023	BUILDING SAFETY	OTHER PROFESSIONAL SERVICE	\$4,093.50
			TOTAL 5301	\$5,410.09
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$128.65
			TOTAL 5332	\$128.65
			PLUMBING TOTAL	\$39,671.08
FOOD	1/13/2023	EMPLOYEES	SALARY	\$51,101.49

Delaware Public Health District				
List of Bills 01/01/2023 through 01/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
<b>PROTECTION</b>			<b>TOTAL 5001</b>	<b>\$51,101.49</b>
	1/13/2023	EMPLOYEES	OVERTIME	\$67.78
			<b>TOTAL 5004</b>	<b>\$67.78</b>
	1/13/2023	EMPLOYEES	WORKERS COMP	\$46.52
			<b>TOTAL 5102</b>	<b>\$46.52</b>
	1/13/2023	EMPLOYEES	PERS	\$1,232.67
			<b>TOTAL 5120</b>	<b>\$1,232.67</b>
	1/13/2023	EMPLOYEES	MEDICARE	\$78.75
			<b>TOTAL 5131</b>	<b>\$78.75</b>
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$28.94
			<b>TOTAL 5332</b>	<b>\$28.94</b>
			<b>FOOD PROTECTION TOTAL</b>	<b>\$6,556.15</b>
<b>PH ADMIN</b>	1/13/2023	EMPLOYEES	SALARY	\$29,980.42
			<b>TOTAL 5001</b>	<b>\$29,980.42</b>
	1/13/2023	EMPLOYEES	OVERTIME	\$15.46
			<b>TOTAL 5004</b>	<b>\$15.46</b>
	1/13/2023	EMPLOYEES	WORKERS COMP	\$62.70
			<b>TOTAL 5102</b>	<b>\$62.70</b>
	1/13/2023	EMPLOYEES	PERS	\$1,877.72
			<b>TOTAL 5120</b>	<b>\$1,877.72</b>
	1/13/2023	EMPLOYEES	MEDICARE	\$436.44
			<b>TOTAL 5131</b>	<b>\$436.44</b>
	1/9/2023	AMAZON COM LLC	BOOKS	\$40.77
			<b>TOTAL 5217</b>	<b>\$40.77</b>
	1/17/2023	CTS LINK	INTERPRETER	\$318.80
			<b>TOTAL 5301</b>	<b>\$318.80</b>
	1/17/2023	FOX,KATHERINE	LICENSE	\$126.00
			<b>TOTAL 5305</b>	<b>\$126.00</b>
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$28.50
			<b>TOTAL 5332</b>	<b>\$28.50</b>
	1/20/2023	FIRST COMMONWEALTH BANK	CATERING	\$147.15
			<b>TOTAL 5381</b>	<b>\$147.15</b>
			<b>PH ADMIN TOTAL</b>	<b>\$33,033.96</b>
<b>DISEASE PREVENTION</b>	1/13/2023	EMPLOYEES	SALARY	\$14,443.05
			<b>TOTAL 5001</b>	<b>\$14,443.05</b>
	1/13/2023	EMPLOYEES	OVERTIME	\$36.08
			<b>TOTAL 5004</b>	<b>\$36.08</b>
	1/13/2023	EMPLOYEES	WORKERS COMP	\$123.91
			<b>TOTAL 5102</b>	<b>\$123.91</b>
	1/13/2023	EMPLOYEES	PERS	\$3,385.81
			<b>TOTAL 5120</b>	<b>\$3,385.81</b>
	1/13/2023	EMPLOYEES	MEDICARE	\$218.36
			<b>TOTAL 5131</b>	<b>\$218.36</b>
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$86.82
			<b>TOTAL 5332</b>	<b>\$86.82</b>
			<b>DISEASE PREVENTION TOTAL</b>	<b>\$18,294.03</b>
<b>CLINIC</b>	1/13/2023	EMPLOYEES	SALARY	\$30,258.52
			<b>TOTAL 5001</b>	<b>\$30,258.52</b>
	1/13/2023	EMPLOYEES	OVERTIME	\$218.48
			<b>TOTAL 5004</b>	<b>\$218.48</b>
	1/13/2023	EMPLOYEES	WORKERS COMP	\$271.75
			<b>TOTAL 5102</b>	<b>\$271.75</b>
	1/13/2023	EMPLOYEES	PERS	\$7,291.44
			<b>TOTAL 5120</b>	<b>\$7,291.44</b>
	1/13/2023	EMPLOYEES	MEDICARE	\$467.22
			<b>TOTAL 5131</b>	<b>\$467.22</b>
	1/20/2023	MEDICOUNT MANAGEMENT INC	OTHER PROFESSIONAL SERVICE	\$319.85
			<b>TOTAL 5301</b>	<b>\$319.85</b>

Delaware Public Health District				
List of Bills 01/01/2023 through 01/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
	1/20/2023	FIRST COMMONWEALTH BANK	ADVERTISING	\$413.93
			TOTAL 5312	\$413.93
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$133.78
			TOTAL 5332	\$133.78
			CLINIC TOTAL	\$39,374.97
BCMH	1/13/2023	EMPLOYEES	SALARY	\$4,677.60
			TOTAL 5001	\$4,677.60
	1/13/2023	EMPLOYEES	WORKERS COMP	\$42.10
			TOTAL 5102	\$42.10
	1/13/2023	EMPLOYEES	PERS	\$1,122.64
			TOTAL 5120	\$1,122.64
	1/13/2023	EMPLOYEES	MEDICARE	\$70.33
			TOTAL 5131	\$70.33
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$28.44
			TOTAL 5332	\$28.44
			BCMH TOTAL	\$5,941.11
GET VACCINATED	1/13/2023	EMPLOYEES	SALARY	\$3,913.20
			TOTAL 5001	\$3,913.20
	1/13/2023	EMPLOYEES	WORKERS COMP	\$35.22
			TOTAL 5102	\$35.22
	1/13/2023	EMPLOYEES	PERS	\$939.16
			TOTAL 5120	\$939.16
	1/13/2023	EMPLOYEES	MEDICARE	\$61.21
			TOTAL 5131	\$61.21
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$17.78
			TOTAL 5332	\$17.78
			GET VACCINATED TOTAL	\$4,966.57
CAMPGROUND	1/13/2023	EMPLOYEES	SALARY	\$633.00
			TOTAL 5001	\$633.00
	1/13/2023	EMPLOYEES	WORKERS COMP	\$5.70
			TOTAL 5102	\$5.70
	1/13/2023	EMPLOYEES	PERS	\$151.92
			TOTAL 5120	\$151.92
	1/13/2023	EMPLOYEES	MEDICARE	\$9.62
			TOTAL 5131	\$9.62
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$3.00
			TOTAL 5332	\$3.00
			CAMPGROUND TOTAL	\$803.24
FOOD	1/13/2023	EMPLOYEES	SALARY	\$25,425.89
			TOTAL 5001	\$25,425.89
	1/13/2023	EMPLOYEES	WORKERS COMP	\$227.79
			TOTAL 5102	\$227.79
	1/13/2023	EMPLOYEES	PERS	\$6,065.48
			TOTAL 5120	\$6,065.48
	1/13/2023	EMPLOYEES	MEDICARE	\$387.74
			TOTAL 5131	\$387.74
	1/9/2023	AMAZON COM LLC	PROGRAM SUPPLIES	\$89.00
			TOTAL 5215	\$89.00
	1/20/2023	AIM MEDIA MIDWEST OPERATING LLC	ADVERTISING	\$3,828.40
			TOTAL 5312	\$3,828.40
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$158.37
			TOTAL 5332	\$158.37
			FOOD TOTAL	\$36,182.67
WATER	1/13/2023	EMPLOYEES	SALARY	\$587.80
			TOTAL 5001	\$587.80
	1/13/2023	EMPLOYEES	WORKERS COMP	\$5.30
			TOTAL 5102	\$5.30

Delaware Public Health District				
List of Bills 01/01/2023 through 01/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
	1/13/2023	EMPLOYEES	PERS	\$141.08
			TOTAL 5120	\$141.08
	1/13/2023	EMPLOYEES	MEDICARE	\$8.91
			TOTAL 5131	\$8.91
	1/20/2023	MASI INC	LAB AND TESTING	\$41.20
	1/20/2023	MASI INC	LAB AND TESTING	\$93.70
	1/20/2023	MASI INC	LAB AND TESTING	\$43.45
			TOTAL 5301	\$178.35
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$2.92
			TOTAL 5332	\$2.92
			WATER TOTAL	\$924.36
SOLID WASTE	1/13/2023	EMPLOYEES	SALARY	\$2,079.20
			TOTAL 5001	\$2,079.20
	1/13/2023	EMPLOYEES	WORKERS COMP	\$18.72
			TOTAL 5102	\$18.72
	1/13/2023	EMPLOYEES	PERS	\$499.02
			TOTAL 5120	\$499.02
	1/13/2023	EMPLOYEES	MEDICARE	\$32.64
			TOTAL 5131	\$32.64
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$11.96
			TOTAL 5332	\$11.96
			SOLID WASTE TOTAL	\$2,641.54
POOLS	1/13/2023	EMPLOYEES	SALARY	\$1,939.00
			TOTAL 5001	\$1,939.00
	1/13/2023	EMPLOYEES	WORKERS COMP	\$17.44
			TOTAL 5102	\$17.44
	1/13/2023	EMPLOYEES	PERS	\$465.36
			TOTAL 5120	\$465.36
	1/13/2023	EMPLOYEES	MEDICARE	\$29.34
			TOTAL 5131	\$29.34
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$11.94
			TOTAL 5332	\$11.94
			POOLS TOTAL	\$2,463.08
WIC	1/13/2023	EMPLOYEES	SALARY	\$27,298.26
			TOTAL 5001	\$27,298.26
	1/13/2023	EMPLOYEES	OVERTIME	\$587.02
			TOTAL 5004	\$587.02
	1/13/2023	EMPLOYEES	WORKERS COMP	\$250.95
			TOTAL 5102	\$250.95
	1/13/2023	EMPLOYEES	PERS	\$6,449.53
			TOTAL 5120	\$6,449.53
	1/13/2023	EMPLOYEES	MEDICARE	\$429.97
			TOTAL 5131	\$429.97
	1/9/2023	AMAZON COM LLC	OFFICE SUPPLIES	\$90.95
			TOTAL 5201	\$90.95
	1/20/2023	BRAD SCHNEIDER COACHING AND CONSULTING LLC	OTHER PROFESSIONAL SERVICE	\$250.00
			TOTAL 5301	\$250.00
	1/20/2023	NATIONAL WIC ASSOCIATION	PRINTING	\$1,565.26
	1/20/2023	UNION COUNTY HEALTH DEPARTMENT	COPY EXPENSE	\$18.27
			TOTAL 5313	\$1,583.53
	1/17/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	\$124.98
	1/20/2023	UNION COUNTY HEALTH DEPARTMENT	INTERNET	\$50.00
			TOTAL 5315	\$174.98
	1/20/2023	UNION COUNTY HEALTH DEPARTMENT	POSTAL SERVICE	\$165.00
			TOTAL 5331	\$165.00
	1/13/2023	EMPLOYEES	CELL PHONE ALLOWANCE	\$30.00
			TOTAL 5332	\$30.00
	1/17/2023	MORROW COUNTY COMMISSIONERS	BUILDING RENT	\$650.00
			TOTAL 5335	\$650.00



[illegible]



Project: 01 20 5004 Delaware Public Health District HQ Building  
Subject: Progress Meeting #55  
Time: 8:00 AM  
Date: 02/23/23  
Location: Zoom Platform  
Invitees: Patrick Blayney, Garrett Guillozet, Amy Whitney, Lisa Ringer, Bill Souders, Brandy Schaffer,

## 1. Introductions

## 2. Administrative

### ➤ Bulletins

- 21 Bulletins issued to date.

### ➤ Change Orders

- (43) Change Orders issued
- (5) Proposals pending formal approval/rejection
- (4) Proposals pending submission

51		RFI #85- ASI 11 Visual Display Structural Wall Framing
52		Bulletin #21-Door Hardware & Electrical Revisions
54		RFI #92 Added Framing @ Lobby
55		RFI 93 Door 0134 Revised Framing

### ➤ Payment Applications/Payment.

- December (#25) payment to be re-issued
- January (#26) payment pending
- February Pencil Copy to AOR next week

## 3. Permits/Applications

- Building Permit and Civil Permits are secured.
- Demo Permit/Existing House is secured.
- Plumbing Permit is secured. \*\*Plumbing Permit has been transferred to Universal Plumbing.
- Sign Permit has been approved
- Sprinkler Permit has been approved.

## 4. Submittals

- Submittals are current

## 5. RFI's

- Review RFI's

- 94 Formal RFI's submitted to date:93 answered.

➤ **New RFI's for Submission?**

- **Review Accessible Route Grading Plan-striping required?**

## 6. Schedule

➤ **Current schedule is dated 2/20/23**

## 7. Old Business/Open Issues

➤ **Old Issues/Business**

## 8. New Business

➤ **Progress & Proposed Work**

- **General Work:**
  - ◆ Revised framing areas are now underway. Drywall continues throughout the building with finishers coming behind.
  - ◆ Painting OH structure 99% complete. Wall Painting 60% complete. Painting to commence this week to catch up to the finishers.
  - ◆ Plumbing 90% complete, inspection complete. Fixture installation to commence upon completion of flooring at restrooms.
  - ◆ Electrical Cable Trays 85% complete, panel installation at main electrical room progress. Bulletin 21 revisions complete. Lights and devices to begin at West Side.
  - ◆ Canopy roofing rescheduled for Monday 2/13/23.
  - ◆ ACM Panels at front canopy next week.
  - ◆ Windows and Storefront work continue, interior glass frame installation underway.
  - ◆ Drywall at plumbing walls is underway with finishers to follow.
  - ◆ Flooring at Data room is complete tile at restrooms to begin late next week.

➤ **New Issues/Business**

- ?

## 9. Reminders/Tasks

➤ Next Meeting

- ***Next meeting will be 3/9/23 @ 8:00***

## Owner Change Order Log

### 822-20 Delaware Public Health

KNOCH CO #	Owner CO #	Description	Pending CO Amount	Date Submitted	Submitted Value	Approval Date	Total Approved
1	1	Bulletin 1	\$0.00	12/07/21	-\$9,416.43	12/17/21	-\$9,416.43
2	2	RFI 2 & 3; Bulletin #2 Pool Removal (T&M)	\$0.00	01/25/21	\$88,114.06	02/24/21	\$88,114.06
3	3	General Conditions/Extended Project Duration (Civil Permit)	\$0.00	02/04/21	\$63,630.00	03/17/21	\$63,630.00
4	4	RFI #4 Well Abandonment	\$0.00	02/04/21	\$2,188.29	02/24/21	\$2,188.29
5	5	Fence Revisions/Phase 2	\$0.00	03/10/21	\$72,169.24	03/17/21	\$72,169.24
6	6	RFI 5 Building Pad Remediation/Debris (T&M)	\$0.00	04/26/21	\$60,904.96	04/28/21	\$60,904.96
7	7	Pool Demo-Part 2 (Fill)	\$0.00	02/27/21	\$14,284.71	03/17/21	\$14,284.71
8	8	Sanitary Line Corrections (RFI #7) (T&M)	\$0.00	07/23/21	\$18,126.09	08/30/21	\$18,126.09
9	9	Sanitary Obstruction (T&M) (RFI #8)	\$0.00	03/11/21	\$8,251.95	03/18/21	\$8,251.95
10	10	Bulletin #3 Civil Revisions	\$0.00	03/12/21	\$10,844.39	03/18/21	\$10,844.39
11	11	Bulletin #4 Low Voltage Revisions	\$0.00	09/29/21	\$24,651.57	11/08/21	\$24,651.57
12	12	Bulletin #6 House Demolition	\$0.00	06/06/21	\$165,422.20	06/14/21	\$165,422.20
13	13	Bulletin #5 Foundation Revisions	\$0.00	05/10/21	\$58,796.71	06/02/21	\$58,796.71
14	14	Waterline Revisions & Details- Bulletin 9 R1	\$0.00	07/19/21	\$30,754.71	09/22/21	\$30,754.71
15	15	Bulletin #7 Hardware Revisions-Reviewed & Noted; No Cost Impact	\$0.00	12/07/21	\$0.00	12/16/21	\$0.00
16	16	Revised Signage/Letter Revisions per Submittal	\$0.00	09/29/21	\$2,798.13	10/01/21	\$2,798.13
17	17	Material Cost Escalations- Final	\$0.00	12/09/21	\$240,798.80	01/19/22	\$240,798.80
18	18	Bulletin #8 Structural Dimensions and Electrical	\$0.00	12/09/21	\$39,144.38	01/19/22	\$39,144.38
19	19	RFI #15 Unsuitable Spoils in the Parking Lot	\$0.00	07/26/21	\$92,188.95	09/03/21	\$92,188.95
20	20	Screen Wall Panels & Color Upgrade	\$0.00	09/30/21	\$104,173.26	10/04/21	\$104,173.26
21	21	Bulletin 10 Coffee Stations	\$0.00	09/13/21	\$2,804.99	09/20/21	\$2,804.99
22	22	Bulletin 11-Grading Revisions, Millwork Revisions/Electrical Floor Box Revision	\$0.00	11/02/21	\$24,745.21	12/08/21	\$24,745.21
23	23	Bulletin 12-Casework, Paint & Electrical Revisions- Electrical Clarifications Pending	\$0.00	01/02/22	\$9,329.09	03/21/22	\$9,329.09
24	24	Bulletin 13 Server Room Power	\$0.00	02/28/22	\$479.35	03/11/22	\$479.35
25	25	Bulletin 14 Areas of Refuge	\$0.00	04/14/22	\$97,887.76	04/26/22	\$97,887.76
26	26	RFI #41 Bottom of Wall Flashing for Siding	\$0.00	05/26/22	\$967.29	06/14/22	\$967.29
27	27	RFI #42 Frost Stoops	\$0.00	04/27/22	\$11,870.91	05/16/22	\$11,870.91
28	Void	RFI #44 Door Conflict-Approved PEMB Drawings & AOR Door Schedule	\$0.00	-	\$0.00	08/02/22	\$0.00
29	29	Bulletin 15 Revised Grading @ North Side of Drive	\$0.00	05/17/22	\$5,624.79	05/26/22	\$5,624.79
30	30	RFI #46 W2 Light Fixture Replacement	\$0.00	04/15/22	\$332.75	04/26/22	\$332.75
31	31	Additional Clearing Grubbing & Grading T&M Work-Fence Installation	\$0.00	05/26/22	\$15,408.29	06/14/22	\$15,408.29
32	32	Rubbish and Garbage Removal Found During Final Pond Excavation T&M	\$0.00	06/21/22	\$23,292.69	07/18/22	\$23,292.69
33	33	RFI #51 Cement Board in Lieu of Exterior Gyp.	\$0.00	05/17/22	\$1,466.13	05/19/22	\$1,466.13
34	34	RFI #50 Additional Downspout Drain Leaders to Storm	\$0.00	06/13/22	\$5,005.25	06/25/22	\$5,005.25
35	35	RFI #45 Bulletin #17 South Wall Framing & Moveable Partition Support	\$0.00	08/02/22	\$35,379.74	09/27/22	\$35,379.74
36	36	RFI # 58 Screenwall Attachment-Building (Additional Post Incorporated)	\$0.00	08/02/22	\$4,373.04	08/12/22	\$4,373.04
37	37	Bulletin 18 RFI #57 East Side Window Elevation Conceal Column	\$0.00	08/02/22	\$2,481.75	10/19/22	\$2,481.75
38	Void	RFI -56 Added Joist Insulation -Revised to No Work.	\$0.00				
39	Void	Custom Louver Color	\$0.00	08/02/22	\$0.00	-	\$0.00
40		RFI #64 Column Wrap	\$0.00	12/12/22	\$1,161.26	12/20/22	\$1,161.26

41	RFI #66 Flashing Boots	\$0.00	12/12/22	\$882.80	12/20/22	\$882.80
42	Additonal Grading @ East Side & Topsoil Placement	\$0.00	12/12/22	\$7,882.12	01/24/23	\$7,882.12
43	RFI #69 Aluminum Canopy Blocking	\$0.00	12/12/22	\$3,236.84	01/03/23	\$3,236.84
44	RFI #67 North Canopy Details	\$0.00	01/04/23	\$4,273.30	01/09/23	\$4,273.30
45	RFI #70 Insualtion Primer & Additional Painting	\$0.00	01/04/23	\$60,674.99	01/10/23	\$60,674.99
46	Bulletin 20-North Wall of Open Offices 0120	\$0.00	01/10/22	\$12,908.39	01/24/23	\$12,908.39
47	RFI #74 Revisions/Clarification to Workout Room HVAC	\$0.00	02/01/23	\$410.76		\$410.76
48	RFI #61 Additional OH Door Blocking		02/07/23	\$188.91	02/09/23	\$188.91
49	RFI #76 Training Room Partiton Steel Framing		02/07/23	\$357.72	02/09/23	\$357.72
50	RFI #80 Skylight Trim		02/07/23	\$10,811.12	02/09/23	\$10,811.12
51	RFI #85- ASI 11 Visual Display Structural Wall Framing					
52	Bulletin #21-Door Hardware & Electrical Revisions					
53	RFI #91 Revised Sinks @ Coffee Stops Per RFI 91		02/07/23	\$1,663.27	02/09/23	\$1,663.27
54	RFI #92 102, Lobby & Reception-Additional Framing					
55	RFI #93 Additional Framing at Door 0134					
56						
57						
58						
59						
60						
61						
62						
63						
64						

Total Pending Change Orders	\$0.00
Total Approved Change Orders	\$1,433,726.48
<b>Total</b>	<b>\$1,433,726.48</b>

Delaware Public Health District  
GC: The Knoch Corporation  
Architect: Moody Nolan

Complete

Pending

RFI #	Scope	Discipline	Title/Brief Description	Submitted	Returned	Associated CO #	RFI Link
1	Site work / Sanitary	Civil / Site	Sanitary Location and elevation confirmation	12/9/20	1/8/21	N/A	<a href="#">RFI 1\Response</a>
2	Site work / Abandoned Pool	Civil / Site	Discovery of abandoned pool during detention pond excavation	12/16/20	12/18/20	2	<a href="#">RFI 2\Response</a>
3	Site work / Abandoned Pool	Civil / Site	Abandoned pool extends further than expected	1/14/21	1/20/21	2	<a href="#">RFI 3\Response</a>
4	Site work / Pond	Civil / Site	Well casing discovered on east side of the pond	1/22/21	2/1/21	4	<a href="#">RFI 4\Response</a>
5	Site work / Building Undercut	Civil / Site	Buried debris @ Building Pad (NW Corner)	1/29/21	1/29/21	6	<a href="#">RFI 5\Response</a>
6	Site work / Waterline	Civil / Site	Size verification of existing water main in South Sandusky St.	1/29/21	4/15/21	N/A	<a href="#">RFI 6\Response\RFI 6-JDL.pdf</a>
7	Site work/Storm service	Civil/Site	Existing Storm Line Damage	2/7/21	2/11/21	8	<a href="#">RFI 7\RFI 7-JDL.docx</a>
8	Site-Work/Sanitary	Civil/Site	Sanitary Obstruction (Old House/Pool)	2/10/21	2/11/21	9	<a href="#">RFI 8\RFI 8-JDL.docx</a>
9	Sliding Glass/Millwork	Architectural	Transaction top glass location	2/12/21	2/22/21	N/A	<a href="#">RFI 9\Response</a>
10	Site Work/FDC Check Valve	Civil/Site	Fire, domestic and FDC building riser locations	2/15/21	4/14/21	N/A	<a href="#">RFI 10\Response</a>
11	Site Work/Water Main Location	Civil/Site	Actual watermain location differs from plans	2/19/21	4/15/21	14	<a href="#">RFI 11\Response\RFI #11-JDL.pdf</a>
12	Site Work / Grading	Civil/Site	Additional grading information required prior to finalization of staking	3/31/21	4/14/21	N/A	<a href="#">RFI 12\Response</a>
13	Fire Protection Service Line	Civil/Site	Clarification needed on whether to install a 6" or 8" line	4/12/21	4/15/21	N/A	<a href="#">RFI 13\Response\RFI 13-JDL.pdf</a>
14	Sitework/Unforeseen	Civil/Site	Well Casing Along North Drive	5/14/21	5/14/21	N/A	<a href="#">RFI 14\RFI 14-JDL.pdf</a>
15	Sitework/Poor Soils	Civil/Site	Poor Soils Encountered in Parking Lot	5/14/21	5/14/21	19	<a href="#">RFI 15\RFI 15-JDL.pdf</a>
16	Sitework/Waterlines	Civil/Site	Fire and domestic waterlines split steel column on NW end of building	5/24/21	5/24/21	N/A	<a href="#">RFI 16\Response\RFI 16 Response.pdf</a>
17	Building/Foundations	Structural	Anchor Bolt Lengths @ PEMB Foundations	6/9/21	6/10/21	N/A	<a href="#">RFI 17\RFI 17 PIF.pdf</a>
18	Sitework/Utilities-FDC & Water	Civil/Site	FDC and Domestic Fire RFI #16 Clarification	6/9/21	6/10/21	14	<a href="#">RFI 18\RFI 18-Bulletin 09.pdf</a>
19	Sitework/Asphalt	Civil / Site	Asphalt Prime Coat	6/10/21	6/10/21	N/A	<a href="#">RFI 19\RFI 19.pdf</a>
20	Sitework/Demo	Civil/Site	South Entrance Demo/Final Plan	6/24/21	7/26/21	Pending	<a href="#">RFI 20\RFI# 20-v2.0 JDL.pdf</a>
21	Sitework/Grading	Civil/Site	Rear Entrance-Existing Trees Impeding Drive	7/2/21	7/9/21	N/A	<a href="#">RFI 21\RFI 21.pdf</a>
22	Building/Foundations	Architectural/Site	Foundation Drain Outlet /Tie-In	7/13/21	7/13/21	N/A	<a href="#">RFI 22\RFI 22.pdf</a>
23	Building Foundations	Architectural/Structural	Foundation Elevations	7/26/21	7/28/21	N/A	<a href="#">RFI 23\Knoch RFI 23 (Caldo 1) PIF.pdf</a>
24	Sitework/Grading	Civil/Site	Accessible Drive Grading	8/3/21	8/5/21	N/A	<a href="#">RFI 24\RFI 24-JDL.pdf</a>
25	Electrical Underground	AOR/Electrical	Floor Box Location/Coordination	8/26/21	8/30/21	N/A	<a href="#">RFI 25\Response</a>
26	Plumbing	Plumbing	Sure Seal vs. Trap Seal Primers Spec'd	8/26/21	8/30/21	N/A	<a href="#">RFI 26\RFI 26-PEA Response.pdf</a>
27	Electrical	Electrical	MC in Lieu of EMT	9/7/21	9/7/21	N/A	<a href="#">RFI 27\RFI 27.pdf</a>
28	Site Utilities	Civil/Site	Thrust Blocks @ Water Mains	9/21/21	10/1/21	N/A	<a href="#">RFI 28\RFI# 28-JDL.pdf</a>
29	Electrical	Electrical	Floor Box Locations	9/29/21	9/29/21	N/A	<a href="#">RFI 29\RFI 29.pdf</a>
30	Site Electrical	Electrical	Light Pole Bases	10/1/21	10/6/21	N/A	<a href="#">RFI 30\RFI 30.pdf</a>
31	Site Bollards	Steel/Concrete	Bollards @ Dumpster Enclosure	10/1/21	10/1/21	N/A	<a href="#">RFI 31\RFI 31.pdf</a>
32	Framing	Architectural	North Wall Location @ Coffee Stop 0160.1	10/5/21	10/5/21	N/A	<a href="#">RFI 32\RFI 32.pdf</a>
33	Framing	Architectural	Restrooms 0137 and 0138 Common Wall Location	10/5/21	10/8/21	N/A	<a href="#">RFI 33\RFI 33.pdf</a>
34	Framing	Architectural	Rooms 0104 and 0105 Wall Locations	10/6/21	10/8/21	N/A	<a href="#">RFI 34\RFI 34.pdf</a>
35	Concrete Column Pads	Structural	Anchor Bolt Misplacement C2, C3, C4	10/13/21	10/14/21	N/A	<a href="#">RFI 35\RFI 35 PIF.pdf</a>
36	Column Pads/Framing	Structural/AOR	Structural/Architectural Building Dimension Coordination	10/15/21	10/18/21	N/A	<a href="#">RFI 36\RFI 36 Response</a>
37	Concrete Column Pads	Architectural	Concrete Slope Review @ South Concrete Patio	10/15/21	10/18/21	N/A	<a href="#">RFI 37\RFI 37.pdf</a>
38	Site Bollards	Concrete	Bollards @ OH Door & North Canopy	1/4/22	1/13/22	N/A	<a href="#">RFI 38\RFI 38.pdf</a>
39	Framing/Siding	AOR	Siding Attachment-Detail 5/A522	3/9/22	3/9/22	N/A	<a href="#">RFI 39\RFI 39.pdf</a>
40	Drawings	AOR	Detail Clarification of Call-Out	3/9/22	3/10/22	N/A	<a href="#">RFI 40\RFI 40.pdf</a>
41	Framing/Siding	AOR	Siding Elevation per 9/S401 (Siding sits on Slab)	3/9/22	3/11/22	26	<a href="#">RFI 41\RFI 41-REVISED.pdf</a>
42	Concrete	AOR/Structural	2/S401 Door Details @ Foundation	3/9/22	3/14/22	27	<a href="#">RFI 42\RFI 42 (002).pdf</a>
43	Siding	AOR/Structural	2/S401 Siding Elevation @A1-A1.9	3/9/22	3/11/22		<a href="#">RFI 43\RFI 43.pdf</a>
44	Steel Framing	AOR/Structural/PEMB	Door Sizes/Openings	3/9/22	3/11/22	N/A	<a href="#">RFI 44\RFI 44.pdf</a>
45	Framing/Storefronts	Architectural / Structural	Need details on how to attach the top of the curtain wall into the structure	4/11/2022	5/26/2022	35	<a href="#">RFI 45\RFI 45 PIF 05-26-2022.pdf</a>
46	Electrical	Electrical	Replacement fixture suggestion from KEP for W2 fixture for approval	3/22/2022	3/30/2022	30	<a href="#">RFI 46\RFI 46 Answered 3-30-2022.pdf</a>
47	Steel Framing	Architectural / Structural	Attachment and spacing of uprights on East/West runs of Screen Wall-Reference Metallic RFI #7	4/11/2022	4/21/2022	N/A	<a href="#">RFI 47\RFI 47.pdf</a>
48	Fence	Architectural / Civil	Old gas line in the way of the fence line at the NE corner of the property	4/12/2022	5/13/2022	N/A	<a href="#">RFI 48\RFI #48.pdf</a>
49	Fence	Architectural / Civil	Home Owners fence on the property line for the last 20' of the south fence run. How to address.	4/15/2022	5/18/2022	N/A	<a href="#">RFI 49\RFI #49.pdf</a>
50	Utilities Roof Drains	Architectural / Civil	Clarification/Coordination of Differing Architectural Drawings and Civil Drawings	5/4/2022	5/11/2022	34	<a href="#">RFI 50\RFI #50-JDL.pdf</a>
51	Framing/Drywall	Architectural	Review Wall Detail per 1/A-522 Stone Veneer Attachment	5/11/2022	5/12/2022	33	<a href="#">RFI 51\RFI #51.pdf</a>
52	Framing/Drywall	Architectural	Review Wall Framing (Metal Stud Framing/Furring of Exterior Walls)	5/24/2022	5/25/2022		<a href="#">RFI 52\RFI #52.pdf</a>
53	Concrete	Architectural	Monument Sign Foundation	5/25/2022	5/26/2022	N/A	<a href="#">RFI 53\RFI #53.pdf</a>
54	Structural Framing-Moveable Partition	Architectural/Structural	Moveable Partition Framing	6/20/2022	6/27/2022	35	<a href="#">RFI 54\RFI #54.pdf</a>
55	Steel Framing	Architectural/Structural	Mechanical Screenwall Location	6/22/2022	6/22/2022	N/A	<a href="#">RFI 55\RFI #55 (002).pdf</a>
56	Insulation	Architectural/Structural	Insulation System Review	6/20/2022	7/15/2022	38	<a href="#">RFI 56\RFI #56-revised2.pdf</a>
57	Window Installation	Architectural/Structural	PEMB Columns Impede Window Openings(Face of the Wall)	6/22/2022	7/15/2022	37	<a href="#">RFI 57\RFI #57.pdf</a>
58	Screenwall Attachment	Architectural/Structural	Screenwall Attachment to the PEMB Column @ Column Line C	7/12/2022	7/14/2022	36	<a href="#">RFI 58\RFI #58 PIF.docx</a>
59	Concrete	Architectural/Civil	Concrete Curbs @ East Entrance	9/13/2022	9/16/2022	N/A	<a href="#">RFI 59\RFI #59-JDL.pdf</a>
60	Concrete	Architectural/Civil	Concrete Curbs and Walk @ East Entrance-Lay-out	9/23/2022	9/28/2022	N/A	<a href="#">RFI 60\RFI #60.pdf</a>
61	OH Door Blocking/Rail Attachment	Architectural	OH Door Blocking @ Rail Attachment	9/30/2022	10/3/2022	48	<a href="#">RFI 61\Response\RFI #61.pdf</a>
62	Doors	Architectural	Door 176B Material	10/20/2022	10/20/2022	N/A	<a href="#">RFI 62\RFI #62.docx</a>
63	Carpentry	Architectural	Ceiling Height @ Areas of Refuge	10/31/2022	11/4/2022		<a href="#">RFI 63\RFI #63.pdf</a>
64	Carpentry	Architectural	Column framing at Column Line 2	10/31/2022	11/2/2022	40	<a href="#">RFI 64\RFI #64.pdf</a>
65	Carpentry	Architectural	Smoke Wall Framing Detail @ Purlin	11/3/2022	11/4/2022		<a href="#">RFI 65\RFI #65.pdf</a>
66	Steel/Roofing PEMB	Architectural	Post Flashing Detail 10x10 Posts @ Screenwall	11/18/2022	11/18/2022	41	<a href="#">RFI 66\RFI #66.pdf</a>
67	Roofing	Architectural	North Canopy Roofing/Trim Details	11/18/2022	12/1/2022	44	<a href="#">RFI 67\RFI #67.pdf</a>
68	Insulation	Architectural	Spandrel Curtain Wall Insulation	11/18/2022	11/18/2022	N/A	<a href="#">RFI 68\RFI #68.pdf</a>
69	Aluminum Canopies	Architectural	Blocking Details	11/18/2022	12/1/2022	43	<a href="#">RFI 69\RFI #69.pdf</a>
70	Painting	Architectural	Exposed Structure Paint Direction	11/18/2022	11/28/2022	45	<a href="#">RFI 70\RFI #70.pdf</a>
71	Soffit Panels	Architectural	Soffit Panels @ Clerestory	12/2/2022	12/6/2022		<a href="#">RFI 71\RFI #71.pdf</a>
72	HVAC	MEP	AIR Curtain Location	12/2/2022	12/5/2022		<a href="#">RFI 72\RFI #72.pdf</a>
73	Plumbing/Electrical	MEP	Mop Sink/Electrical Panel Clearance @ Housekeeping 104	12/2/2022	12/5/2022		<a href="#">RFI 73\RFI #73.pdf</a>
74	HVAC	MEP	Fitness Room 0172 Duct Clarification	12/14/2022	12/27/2022	47	<a href="#">RFI 74\RFI #74.pdf</a>

75	Wall Heights	Architectural	Womens 0138 East Wall & Conference Room 0143 and Huddle Room 0145 Shared West Wall	12/14/2022	12/20/2022		<a href="#">RFI 75\RFI #75 (002).pdf</a>	6
76	Framing	Architectural	Partition Wall Column at Training 136 and Corridor 134	12/20/2022	12/20/2022	49	<a href="#">RFI 76\RFI #76.pdf</a>	0
77	Framing/Steel/Windows	Structural/Architectural	Clerestory Framing	12/20/2022	12/21/2022		<a href="#">RFI 77\RFI #77 (002).pdf</a>	1
78	Plumbing R/I	Plumbing/Architectural	DSB 1 Wall Drain Location	12/20/2022	12/21/2022		<a href="#">RFI 78\RFI #78.pdf</a>	1
79	Electrical	Electrical	Electrical Designation W triangle @ Room 167	12/21/2022	12/21/2022		<a href="#">RFI 79\RFI #79.pdf</a>	0
80	Architectural	Architectural	Skylight Trim	1/4/2023	1/5/2023	50	<a href="#">RFI 80\RFI #80.pdf</a>	1
81	Architectural	Architectural	Mirror, Locker, TV Elevations @ Fitness 0172	1/4/2023	1/5/2023		<a href="#">RFI 81\RFI #81.pdf</a>	1
82	Electrical	Electrical	Light Fixtures at Canopy Columns	1/4/2023	1/10/2023		<a href="#">RFI 82\RFI #82.pdf</a>	6
83	Electrical	Electrical	Receptacle and Switch @ 0183	1/5/2023	1/5/2023		<a href="#">RFI 83\RFI #83.pdf</a>	0
84	Electrical	Electrical/Architectural	Lightning Protection PVC Conduit for Grounding	1/10/2023				-44936
85	Framing/Lobby Visual Display	Structural/Architectural	Lobby Visual Display Wall-Structural Details and Location Needed	1/10/2023	1/11/2023	Pending 51	<a href="#">RFI 85\RFI #85.pdf</a>	1
86	Blocking/Adult Changing Station	Architectural	Blocking Details Adult Changing Table @Patient Toilet 0131	1/11/2023	1/11/2023		<a href="#">RFI 86\RFI #86.pdf</a>	0
87	Junction Box/Projectors	Electrical	Junction Box Elevation@ Projectors	1/11/2023	1/13/2023		<a href="#">RFI 87\RFI #87.pdf</a>	2
88	Electrical	Electrical/Architectural	Door 133 Electrical Coordination	1/18/2023	1/18/2023		<a href="#">RFI 88\RFI #88.pdf</a>	0
89	Accessories	Architectural	Recessed Paper Towel Dispenser @ Café	1/18/2023	1/18/2023		<a href="#">RFI 89\RFI #89.pdf</a>	0
90	Accessories	Architectural/Electrical	Recessed Baby Changer at Restroom 0138 and café' electrical conflict.	1/24/2023	1/25/2023		<a href="#">RFI 90\RFI #90.pdf</a>	1
91	Millwork	Architectural/Plumbing	Millwork at the coffee stops indicate a 16" cabinet but the sink called for requires a 21" base	1/24/2023	1/24/2023	Pending 53	<a href="#">RFI 91\RFI #91.pdf</a>	0
92	Framing	Architectural	Consult Room 0102 Framing	2/2/2023	2/10/2023	Pending 54	<a href="#">RFI 92\RFI #92 revised.pdf</a>	8
93	Framing	Architectural	Wall Height @ Door 0134	2/2/2023	2/13/2023	Pending 55	<a href="#">RFI 93\RFI #93.pdf</a>	11
94	Interior Glass	Architectural	Reception Glass	2/20/2023	2/20/2023		<a href="#">RFI 94\RFI #94.pdf</a>	11

## 2023 OEHA Annual Education Conference Agenda

4/13/2023	SESSION TITLE		SPEAKER	ROOM
7:30 – 8:30		Registration		
8:30 – 8:35		VP Welcome	Matthew Tyler MPH, REHS	Ballroom
8:35 – 8:40		President's Address	Steve Ruckman MPH, REHS	Ballroom
8:40 – 8:55		OEHA Business Session	Steve Ruckman MPH, REHS	Ballroom
8:55 – 9:55	General	Big Idea: Children's Heathy Weight for Healthy Living	Hrusch, Brennan, Markan	Ballroom
9:55 – 10:05				
10:05 -11:05	Food	Fishing for Students	M. Tedric, S. Hrusch, S. Self	Dublin I
	General	Innovative Approaches to Overdose Prevention	Mahjida Steffin	Dublin II
	General	Environmental Justice	Jennifer Wentzel & Josh Lucas	Ballroom
	Sewage	Soil Microbes in On-Site Wastewater Treatment	Dr. Dan Wickham; Will Stoddard	Dublin V/VI
	SIT	EH SIT Class		Franklin
11:05 – 11:15	<b>ROOM CHANGE</b>			
11:15 – 12:15 Concurrent Session	Solid Waste	Important Updates to the Scrap Tire Program	Channon Cohen & Matt Conrad	Dublin I
	Food	Multi-State Foodborne Disease Outbreak Variability Analysis Under Data Paucity Conditions: A Statistical Analysis Approach	Dr. Nicholas Scott	Dublin II
	Leadership	Path from Field Inspector to EH Leadership	Karen Kasper	Ballroom
	Water	Lessons Learned from Regulating Water Wells	Craig Smith	Dublin V/VI
	SIT	EH SIT Class		Franklin
12:15 – 1:15	Buffet Lunch			Ballroom
12:45 – 1:15	Awards and GE Scholarship		Gus Dria REHS	Ballroom
1:15 – 1:40	Legislative Update		Steve Ruckman MPH, REHS	Ballroom
1:40 – 1:50	<b>ROOM CHANGE</b>			
1:50 – 2:50 Concurrent Sessions	General	Birding Tourism in Northwest Ohio	Kimberly Kaufman	Dublin I
	Food	Accela Update	ODH TBD	Dublin II
	Solid Waste	C&D Processing Rules	Aaron Shear OEPA	Ballroom
	Water/Lead	Cleveland's Lead Crisis: How we are solving the problem	Karen Detmer	Dublin V/VI
	SIT	EH SIT Class - Only for SIT registrees		Franklin
2:50 – 3:00	<b>ROOM CHANGE</b>			
3:00 – 4:00 Concurrent Sessions	Air	What can you do with \$75 million? How Ohio Spent its VW Settlement Funds	Carolyn Watkins	Dublin I
	Climate	Climate Resiliency at the local level and Environmental Health Impacts	Jennie McAdams	Dublin II
	Food	FCPH: practice-based research	Sarah Jensen	Ballroom
	Solid Waste	Composting	Angel Arroyo-Rodriguez OEPA	Dublin V/VI
	SIT	EH SIT Class		Franklin
4:00 – 4:10	<b>ROOM CHANGE</b>			
4:10 – 5:10	General	EHS This is Our Time	Gary Brown	Ballroom

Still waiting on Speaker form

Not officially confirmed yet



## 2023 OEHA Annual Education Conference Agenda

4/14/2023	SESSION TITLE		SPEAKER	ROOM
7:45 – 8:45	<b>Registration</b>			
8:45 – 8:50	<b>OEHA VP Follow-up</b>		Matthew Tyler, MPH, REHS	Ballroom
8:50 – 9:50	<b>Leadership</b>	<b>Leadership in Public Health</b>	<b>Sarah Worthington</b>	Ballroom
9:50 – 10:00	<b>ROOM CHANGE</b>			
10:00 – 11:00 Concurrent Session	Vector	Pest Management Protecting the Sanitation Integrity of Food Establishments	Bob McGee	Dublin I
	Technology	Drone Applications for Environmental Health	Paul Chasco	Dublin II
	<b>Leadership</b>	<b>Mentoring and Performance Management</b>	<b>Sarah Worthington</b>	Ballroom
	Water	Plumbing	David Driggs	Dublin V/VI
	SIT	EH SIT Class		Franklin
11:00 – 11:10	<b>ROOM CHANGE</b>			
11:10 – 12:10 Concurrent Sessions	Vectors	Mosquito Control, history, basics & future	Brian Deenihan	Dublin I
	Tech	Using ArcGIS Online and other ESRI Apps	Sarah Fink & Zach Holbert-Watson	Dublin II
	<b>Leadership</b>	<b>Leading through Conflict</b>	<b>Sarah Worthington</b>	Ballroom
	Water	Bayesian Belief Networks and Statistical Machine Learning: An Analytical Tool for Water Resources and Sanitation	Dr. Nicholas Scott	Dublin V/VI
	SIT	EH SIT Class		Franklin
12:10 – 1:25	Buffet Lunch, Wrap Up Awards, Close of Business, Voting Results, Raffle Prizes & Visit Exhibitors			Ballroom
1:25 – 2:25 Concurrent Session	Food	On how food soils and improper cleaning render sanitizers ineffective	Juan Goncalves	Dublin I
	<b>Water</b>	<b>PFAS</b>	<b>ODH</b>	Dublin II
	<b>General</b>	<b>Experience in PH</b>	<b>Oscar Hernandez</b>	Ballroom
	Air	Air Pollution Control Update	Robert Hodanbosi	Dublin V/VI
	SIT	EH SIT Class		Franklin
2:25 – 2:35	<b>ROOM CHANGE</b>			
2:35 – 3:35 Concurrent Session	Vector	Characterizing the Seasonality of Biting Mosquitoes during the Off-Season	Alden Siperstein	Dublin I
	General	Correct Recycling	Adam Cassi	Dublin II
	Food	Food Safety Program: Enforcement	Ken Sharkey	Ballroom
	<b>Law</b>	<b>Environmental Law</b>	<b>Joe Durham</b>	Dublin V/VI
	SIT	EH SIT Class		Franklin
3:35 – 3:45	<b>ROOM CHANGE</b>			
3:45 – 4:45	??	??	??	Ballroom
4:45 – 5:00		Closing remarks	Steve Ruckman	Ballroom

Still waiting Speaker form

Not officially confirmed yet

# OHIO COMPOST OPERATOR EDUCATION COURSE

April 4 & 5, 2023

Secrest Arboretum Welcome Center

OSU Wooster Campus

1680 Madison Ave.. Wooster. Ohio



*Learn composting from the experts! Researchers, facility operators, and other compost professionals share what they know and why it's important.*

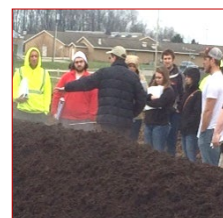
## PROGRAM OVERVIEW

Tuesday, April 4 from 9:00 am to 4:15 pm

- The whys of composting
- Mini case studies from Ohio composters
- Compost science
- Compost testing
- Field and laboratory activities
  - Pile sampling and measurements
  - Windrow turning
  - Compost properties

Wednesday, April 5 from 8:30 am to 4:00 pm

- Feedstock mixing, compost quality
- Troubleshooting
- Site design and management
- Managing the operation
- Composting regulations
- Growing a compost business



## CREDITS

**Continuing education credits** will be available for:

Ohio Registered Sanitarians (request pending)

Ohio Professional Engineers (self report)

## REGISTRATION

**Registration fee** includes all materials, continental breakfast, and lunch):

**\$250** for members of the Ohio Organics Council (OHOC) chapter of the USCC\*

**\$300** for non-members

Complete the registration form on page 2 and mail with payment.

Registration deadline: **March 24, 2023**

Note: Course is limited to the first 30 participants.

*\*Your membership in the OHOC is automatic when you join the US Composting Council To join, [click here](#). Be sure to choose 'Chapter' from the 'Who referred you?' menu.*

### Questions?

Contact:

Mary Wicks,  
OCAMM Coordinator

wicks.14@osu.edu  
330.202.3533

## OHIO COMPOST OPERATOR EDUCATION COURSE

**REGISTRATION FORM** Complete the form and send it with your check (no credit cards).  
*Registration includes materials, continental breakfast, and lunch.*

Name(s): \_\_\_\_\_

Company: \_\_\_\_\_

Street/City/Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ **OHOC\* Member:** \$250 each | \_\_\_\_\_ **Non-member:** \$300 each

\* *Ohio Organics Council. Join OHOC by becoming a member of the USCC, [click here](#).  
Be sure to choose 'Chapter' from the 'Who referred you?' dropdown menu.*

Send form and  
payment to:

Mary Wicks  
OARDC/OSU  
1680 Madison Ave.  
Wooster, OH 44691

Make checks  
payable to:

**Ohio State University**

### LODGING INFORMATION

Lodging, dinner, and travel expenses are the responsibility of each participant. The following accommodations are in Wooster near the OSU Wooster Campus:

Best Western Wooster	330.264.7750
Black Squirrel Inn B &B	330.317.6627
Comfort Suites	330.439.0190
Days Inn	330.439.5749
Econo Lodge	330.264.8883
Hampton Inn	330.345.4424
Hilton Garden Inn	330.202.7701
Market Street Inn	330.262.4085
Mirabelle B&B	330.264.6006
St. Paul Hotel	330.601.1900

### DIRECTIONS

#### COURSE LOCATION:

##### Secrest Welcome Center\*

OSU Wooster Campus  
1680 Madison Avenue  
Wooster, Ohio 44691

\*Building #29 on [campus map](#)

#### DIRECTIONS TO CENTER:

##### From the east or west:

Follow US 30 to Wooster. Exit at Madison Ave. Turn left at the traffic light at the end of the exit ramp. Go halfway up the hill (~0.5 mi) and turn left onto Secrest Road. Drive 0.6 mi and turn right onto Mill Road. The parking lot will be on your left. The brick building is the Welcome Center.

##### From the south or southwest:

Take State Route 3 or I-71 north to US 30 east. Follow directions for east or west.

##### From the southeast:

Follow US 250 West. After you pass Guerne, do not turn right at the 250/83 bypass but continue past the Agricultural Technical Institute and Wooster Campus main entrance to Secrest Road. Follow direction for east or west.

##### From the north:

Take Route 83 South to US 30. Go west on US 30 to Madison Avenue. Exit. Follow the directions from east or west.

# **The Midwest Workshop In Environmental Health**

**March 29-30, 2023**

Sponsored by:



**Department  
of Health**

***BUREAU OF ENVIRONMENTAL HEALTH AND RADIATION  
PROTECTION***

246 N. High Street  
Columbus, OH 43215

## **Conference Location:**

Quest Conference Center  
9200 Worthington Road, Suite 400  
Columbus, OH 43082

**Pre-Registration is required.**

**Payment will not be accepted at the door.**

You can find the directions to the new Quest Conference Center, information on hotels in the area, and local restaurant options here: <https://www.quest-centers.com/location/>.

All registration materials are below, so please copy these forms as needed. Quest will have limited beverages (coffee and sodas) and snacks available for purchase, **no food or beverages will be provided** at the conference – so please plan accordingly.

We are pleased to announce that the price for the conference is still very reasonable priced at **\$20.00 per day for registration**. **Please note that we will no longer be accepting payment at the conference. You must pre-register for the event to attend.** We hope that you will be able to join us in March for the workshop, we are sure that you will benefit whether you attend one or all the sessions.

If you have questions or for more information regarding the workshop, Stephanie Youst at [stephanie.youst@odh.ohio.gov](mailto:stephanie.youst@odh.ohio.gov) or (614) 466-1772.

# MIDWEST WORKSHOP 2023

# REGISTRATION FORM

(Please use a separate form for each applicant.)

Name: \_\_\_\_\_ REHS/EHSIT #: \_\_\_\_\_

Agency: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

[illegible]

Method of Payment:

\_\_\_\_\_ Check or Money Order      \_\_\_\_\_ Purchase Order (PO number\_\_\_\_\_)

Make Checks Payable to: **TREASURER, STATE OF OHIO**

Registration Deadline: **Wednesday, March 15, 2023**

Send completed registration form with check or money order to:

**Ohio Department of Health  
Attn: Revenue Room – Code 0904 Midwest Workshop  
P.O. Box 15278  
Columbus, Ohio 43215**

**PLEASE INDICATE WHICH SESSION(S) YOU ARE PLANNING TO ATTEND:**

**Wednesday, March 29:**

- 8:30 a.m. – 9:30 a.m.: ☐ General Session – Personal Safety While Conducting an Inspection
- 9:40 a.m. – 10:40 a.m.: ☐ Tips to Review Well Logs OR ☐ Body Art: Microblading/Permanent Cosmetics
- 10:50 a.m. – 11:50 a.m.: ☐ Air Gap & Sink Drain Requirements in Food Services OR  
☐ Ohio's Public Water System Lead & Copper Drinking Water Program
- 1:10 p.m. – 2:10 p.m.: ☐ Wastewater as a Tool for Public Health Monitoring OR  
☐ Radiation Fundamentals: What You Need to Know
- 2:20 p.m. – 3:20 p.m.: ☐ Functions of Epi OR ☐ Sewage Treatment Systems Product Renewal
- 3:30 p.m. – 4:30 p.m.: ☐ General Session - Data Ohio

**Thursday, March 30:**

- 8:30 a.m. – 9:30 a.m.: ☐ General Session – ODH Roundtable/Panel FAQ's

*You can ask any programmatic question for program managers and/or legal representatives. Your questions will be reviewed in advance and questions will be pre-selected for discussion.*

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- 9:40 a.m. – 10:40 a.m.: ☐ C & DD Funding OR ☐ Reviewing Food HACCP Plans
- 10:50 a.m. – 11:50 a.m.: ☐ Drinking Water Contaminants: PFAS & 1,4 Dioxane OR  
☐ Lead Poisoning Prevention Initiatives in Ohio
- 1:10 p.m. – 2:10 p.m.: ☐ Rec Topic OR ☐ Solar Eclipse Planning
- 2:20 p.m. – 3:20 p.m.: ☐ Program Overview for Fish Consumption, Harmful Algal Blooms & Legionella OR ☐ Non-Traditional Funding Sources
- 3:30 p.m. – 4:30 p.m.: ☐ General Session – Documentation Training

**Advanced Registration Required:**

**\$20.00 per day**

**Total Amount Enclosed** \_\_\_\_\_

**March 29, 2023**

8:00 a.m. – 8:30 a.m.: Registration (N/A)

8:30 a.m. – 9:30 a.m.: General Session – Personal Safety While Conducting an Inspection (60 minutes)

9:30 a.m. – 9:40 a.m.: Break

9:40 a.m. – 10:40 a.m.: Concurrent Sessions (60 minutes)

- Tips to Review Well Logs
- Body Art: Microblading/Permanent Cosmetics

10:40 a.m. – 10:50 a.m.: Break

10:50 a.m. – 11:50 a.m.: Concurrent Sessions (60 minutes)

- Air Gap & Sink Drain Requirements in Food Services
- Ohio's Public Water System Lead & Copper Drinking Water Program

11:50 a.m. – 1:10 p.m.: Lunch

1:10 p.m. – 2:10 p.m.: Concurrent Sessions (60 minutes)

- Wastewater As A Tool For Public Health Monitoring
- Radiation Fundamentals: What You Need To Know

2:10 p.m. – 2:20 p.m.: Break

2:20 p.m. – 3:20 p.m.: Concurrent Sessions (60 minutes)

- Functions of Epi
- Sewage Treatment Systems Product Renewals

3:20 p.m. – 3:30 p.m.: Break

3:30 p.m. – 4:30 p.m.: General Session (60 minutes)

- Data Ohio



## **March 30, 2023**

8:00 a.m. – 8:30 a.m.: Registration (N/A)

8:30 a.m. – 9:30 a.m.: General Session – ODH Roundtable/Panel FAQ's (60 minutes)

- Program managers and legal

9:30 a.m. – 9:40 a.m.: Break

9:40 a.m. – 10:40 a.m.: Concurrent Sessions (60 minutes)

- C & DD Funding
- Reviewing Food HACCP Plans

10:40 a.m. – 10:50 a.m.: Break

10:50 a.m. – 11:50 a.m.: Concurrent Sessions (60 minutes)

- Drinking Water Contaminants: PFAS & 1,4 Dioxane
- Lead Poisoning Prevention Initiatives in Ohio

11:50 a.m. – 1:10 p.m.: Lunch

1:10 p.m. – 2:10 p.m.: Concurrent Sessions (60 minutes)

- Rec Topic - TBD
- Solar Eclipse Planning

2:10 p.m. – 2:20 p.m.: Break

2:20 p.m. – 3:20 p.m.: Concurrent Sessions (60 minutes)

- Program Overview for Fish Consumption, Harmful Algal Blooms, & Legionella
- Non-Traditional Funding Sources

3:20 p.m. – 3:30 p.m.: Break

3:30 p.m. – 4:30 p.m.: General Session – Documentation Training (60 minutes)

- Documentation Training

# Principles Workshop

## March 27-28, 2023

Sponsored by:



**Department  
of Health**

***BUREAU OF ENVIRONMENTAL HEALTH AND RADIATION  
PROTECTION***

246 N. High Street  
Columbus, OH 43215

### **Conference Location:**

Quest Conference Center  
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If you have questions or for more information regarding the workshop, Stephanie Youst at [stephanie.youst@odh.ohio.gov](mailto:stephanie.youst@odh.ohio.gov) or (614) 466-1772.

# Principles Workshop 2023

## REGISTRATION FORM

(Please use a separate form for each applicant.)

Name: \_\_\_\_\_ REHS/EHSIT #: \_\_\_\_\_

Agency: \_\_\_\_\_

Street Address:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

E-mail:

[illegible]

Method of Payment:

\_\_\_\_\_ Check or Money Order      \_\_\_\_\_ Purchase Order (PO number \_\_\_\_\_)

Make Checks Payable to: **TREASURER, STATE OF OHIO**

Registration Deadline: **Wednesday, March 15, 2023**

Send completed registration form with check or money order to:

**Ohio Department of Health  
Attn: Revenue Room – Code 0904 Midwest Workshop  
P.O. Box 15278  
Columbus, Ohio 43215**

**PLEASE INDICATE WHICH SESSION(S) YOU ARE PLANNING TO ATTEND:**

**Monday, March 27:**

8:30 a.m. – 10:30 a.m.: ( ) Food Program Overview

10:45 a.m. – 11:15 a.m.: ( ) Food Program Overview

11:15 a.m. – 11:45 a.m.: ( ) Lead Program Overview

1:00 p.m. – 3:00 p.m.: ( ) Lead Program Overview

3:15 p.m. – 4:15 p.m.: ( ) Legal Issues

**Tuesday, March 28:**

8:30 a.m. – 10:30 a.m.: ( ) Water/Sewage Program

10:45 a.m. – 11:15 a.m.: ( ) Water/Sewage Program

11:15 a.m. – 11:45 a.m.: ( ) Recreation Program

1:00 p.m. – 3:00 p.m.: ( ) Recreation Program

3:15 p.m. – 4:15 p.m.: ( ) Question/Answer & Program Wrap Up

**Advanced Registration Required:                      \$20.00 per day**

**Total Amount Enclosed \_\_\_\_\_**

## Principles

### March 27, 2023

8:00 a.m. – 8:30 a.m.:	Registration
8:30 a.m. – 10:30 a.m.:	Food Program
10:30 a.m. – 10:45 a.m.:	Break
10:45 a.m. – 11:15 a.m.:	Food Program
11:15 a.m. – 11:45 a.m.:	Lead Program
11:45 a.m. – 1:00 p.m.:	Lunch
1:00 p.m. – 3:00 p.m.:	Lead Program
3:00 p.m. – 3:15 p.m.:	Break
3:15 p.m. – 4:15 p.m.:	Legal Issues

### March 28, 2023

8:00 a.m. – 8:30 a.m.:	Registration
8:30 a.m. – 10:30 a.m.:	Water/Sewage Program
10:30 a.m. - 10:45 a.m.:	Break
10:45 a.m. – 11:15 a.m.:	Water/Sewage Program
11:15 a.m. – 11:45 a.m.:	Recreation Program
11:45 a.m. – 1:00 p.m.:	Lunch
1:00 p.m. – 3:00 p.m.:	Recreation Program
3:00 p.m. - 3:15 p.m.:	Break
3:15 p.m. – 4:15 p.m.:	Question and Answer/ Program Wrap Up

- B.** Any out-of-county requests must be approved by the Health Commissioner or his/her designee.
- C.** Consideration will be given to budget constraints and ability to handle workload in the employee's absence.
- D.** Information on mandatory training including topics and due dates is posted to Microsoft Office Teams, Neogov and published in the Delaware Public Health District's monthly newsletter (Health \*E\* News).
- E.** The Delaware Public Health District may consider the feasibility of sponsoring or conducting special programs for groups of employees when continuing education and in-service programs are required for licensing or for re-certification of a license.
- F.** It is the employee's responsibility to obtain continuing education required for his/her professional licensing when such licensing is a requirement of the position. The Delaware Public Health District may assist in arranging such continuing education if the educational content is helpful to the conduct of the Delaware Public Health District's programs.
- G.** The Delaware Public Health District will maintain a list of professional development materials that employees may check out which is located on the Google drive (titled: DPHD Employee Professional Development Resources List).
- H.** All certificates of completion for trainings and sign-in-sheets for training should be given to Human Resources for tracking in Neogov.

### **603 Postsecondary Education Cost Reimbursement**

- Postsecondary Education cost reimbursement is a benefit provided in order to assist full-time employees in furthering the employee's career goals and ability to improve public health. Full-time employees must have successfully completed his/her probationary period and be in good performance standing at the time of application and throughout the period for which tuition assistance was approved. Employees on unpaid or unauthorized leave of absence, disability leave, or injury leave are not eligible to apply for postsecondary education cost reimbursement.
- A.** Completion of a course or degree program in and of itself will not be cause to initiate an increase in compensation.
- B.** Subject to prior Board of Health approval and budget constraints, courses which assist the employee in obtaining a credential or degree will be considered for cost reimbursement.
- C.** Postsecondary education cost reimbursement does not apply to seminars, workshops, conferences, or self-help courses. Postsecondary education cost reimbursement is considered course work with college credit that will lead to a degree or course of study that will cost one-thousand dollars (\$1,000) or more in either cost or time.
- D.** The degree program or individual course work must be from an accredited institution, that is, one that has been certified by the State and is registered with the Higher Learning

Commission of the North Central Schools, another accrediting agency recognized by the Committee on Recognition of Postsecondary Accreditation, or a recognized professional or governmental organization.

- E. The annual reimbursement not to exceed three-thousand dollars (\$3,000).
- F. It is the responsibility of the employee to obtain approval for postsecondary education cost reimbursement from the Board of Health at least thirty (30) days prior to the start of the course(s). The request form is available on Microsoft Office Teams and should be submitted to the employee's respective Manager. Employees may apply for postsecondary education cost reimbursement and/or admin pay in order to attend classes. Employees are expected to utilize his/her own personal leave for course work unless it relates specifically to his/her job assignment and is pre-approved by the Health Commissioner. Employees are expected to cover incidental costs, application expenses and books.
- G. Requirement for reimbursement includes proof of payment and a minimum passing C grade.
- H. Upon an employee's voluntary resignation, retirement or termination for cause, he/she must repay postsecondary education cost reimbursement received based on the schedule identified below. Only the Board of Health has the authority to waive repayment of postsecondary education cost reimbursement. By signed postsecondary education cost reimbursement application, the employee will have thirty (30) days following voluntary resignation, retirement, or termination for cause to complete full and final repayment of postsecondary education cost reimbursement. If necessary, this amount will be deducted from the employee's terminal leave pay or final paycheck. Appropriate legal action may also be taken.
  - 1) One-hundred percent (100%) repayment if the employee is no longer employed by the Delaware Public Health District within less than one (1) year of receiving postsecondary education cost reimbursement.
  - 2) Fifty percent (50%) repayment of postsecondary education cost reimbursement if the employee is no longer employed by the Delaware Public Health District one (1) or more years but less than three (3) years of receiving postsecondary education cost reimbursement.
  - 3) Zero percent (0%) repayment of postsecondary education cost reimbursement if the employee is employed three (3) or more years after receiving postsecondary education cost reimbursement assistance.



January 2023

Public Health/General Operating Funds								
12/31/2022 - Cash Balance		\$ 7,011,808	\$ 48,917		Encumbrances			
Revenues								
Fund Number		2023 Budgeted Revenue	2023 January Revenue	2022 January Revenue	2023 Year-To-Date Revenue	2022 Year-To-Date Revenue	% Received YTD 8%	
Administration	70225111	\$ 4,648,622	\$ 17,283	\$ 63,988	\$ 17,283	\$ 63,988	0.4%	
Vital Statistics	70225112	\$ 251,409	\$ 15,954	\$ 22,932	\$ 15,954	\$ 22,932	6%	
Facility & Expansion	70225113			\$ 22,964		\$ 22,964		
Data & Communication	70225114			\$ 2		\$ 2		
Building	70225115	\$ 284,229	\$ 9,068	\$ 7,672	\$ 9,068	\$ 7,672	3%	
Sunbury Satellite	70225116							
OEPA Litter	70225221	\$ 2,441					0%	
CH Administration	70225222	\$ 32,050	\$ 19,319		\$ 19,319		60%	
Communication	70225225							
MRC Program 2022	70225226							
RISE Grant	70225227							
PH Emergency Planning	70225228	\$ 171,656	\$ 37,460	\$ 24,397	\$ 37,460	\$ 24,397	22%	
HEAL Grant	70225231	\$ 22,000	\$ 5,600		\$ 5,600		25%	
Cribs for Kids	70225232		\$ 4,050		\$ 4,050			
EH Administration	70225441	\$ 940		\$ 160		\$ 160	0%	
ER Response & Waste Management	70225442							
Sewage	70225443	\$ 45,500	\$ 24,545	\$ 36,568	\$ 24,545	\$ 36,568	54%	
Vector	70225444							
Residential Services	70225445							
Plumbing	70225446	\$ 1,285,754	\$ 87,368	\$ 142,963	\$ 87,368	\$ 142,963	7%	
Food Protection & Public Safety	70225447	\$ 7,110	\$ 1,125	\$ 1,138	\$ 1,125	\$ 1,138	16%	
PH Administration	70225551							
Public Health Disease Prevention	70225554	\$ 7,000					0%	
Community Health & Clinic Services	70225555	\$ 326,314	\$ 8,861	\$ 28,955	\$ 8,861	\$ 28,955	3%	
BCMH	70225556	\$ 13,781					0%	
Get Vaccinated	70225558	\$ 7,248	\$ 3,810	\$ 483	\$ 3,810	\$ 483	53%	
PH Naloxone	70225559	\$ 7,150					0%	
No longer receiving these grants	Total	\$ 7,113,204	\$ 234,443	\$ 352,222	\$ 234,443	\$ 352,222	3%	
Other Financing Sources (Advances/Transfers)								
70225111		-	-	-	-	-	Advance	
Expenditures								
Fund Number		2022 Carryover	2023 Budgeted Expenditures	2023 January Expenditures	2022 January Expenditures	2023 Year-To-Date Expenditures	2022 Year-To-Date Expenditure	% Expended YTD 8%
Administration	70225111	\$ 560	\$ 2,266,598	\$ 231,186	\$ 229,550	\$ 231,186	\$ 229,550	10%
Vital Statistics	70225112	\$ 25,000	\$ 247,630	\$ 26,282	\$ 41,794	\$ 26,282	\$ 41,794	10%
Facility & Expansion	70225113		\$ 132,408	\$ 24,103	\$ 14,428	\$ 24,103	\$ 14,428	18%
Data & Communication	70225114	\$ 1,329	\$ 596,830	\$ 18,849	\$ 56,899	\$ 18,849	\$ 56,899	3%
Building	70225115	\$ 1,656	\$ 445,268	\$ 3,433	\$ 5,556	\$ 3,433	\$ 5,556	1%
Sunbury Satellite	70225116		\$ 132,563	\$ 10,539	\$ 10,591	\$ 10,539	\$ 10,591	8%
OEPA Litter	70225221		\$ 2,271					0%
CH Administration	70225222	\$ 2,329	\$ 892,295	\$ 99,211	\$ 57,215	\$ 99,211	\$ 57,215	11%
Communication	70225225		\$ 258,356	\$ 8,806	\$ 19,180	\$ 8,806	\$ 19,180	3%
MRC Program 2022	70225226	\$ 217	\$ 2,925	\$ 265		\$ 265		8%
Rise Grant	70225227	\$ 2,293	\$ 25,000	\$ 706		\$ 706		3%
PH Emergency Planning	70225228	\$ 3,193	\$ 213,205	\$ 17,972	\$ 8,164	\$ 17,972	\$ 8,164	8%
Heal Grant	70225231		\$ 40,727	\$ 1,277		\$ 1,277		3%
Cribs for Kids	70225232		\$ 16,450					0%
EH Administration	70225441		\$ 166,954	\$ 19,367	\$ 8,943	\$ 19,367	\$ 8,943	12%
ER Response & Waste Management	70225442		\$ 18,923		\$ 2,549		\$ 2,549	0%
Sewage	70225443	\$ 1,000	\$ 61,000	\$ 20,862	\$ 15,052	\$ 20,862	\$ 15,052	34%
Vector	70225444		\$ 67,823	\$ 4,836	\$ 2,920	\$ 4,836	\$ 2,920	7%
Residential Services	70225445		\$ 93,966	\$ 3,903	\$ 5,152	\$ 3,903	\$ 5,152	4%
Plumbing	70225446	\$ 9,300	\$ 726,100	\$ 39,671	\$ 35,499	\$ 39,671	\$ 35,499	5%
Food Protection & Public Safety	70225447		\$ 320,570	\$ 6,556	\$ 21,459	\$ 6,556	\$ 21,459	2%
PH Administration	70225551	\$ 41	\$ 243,202	\$ 33,034	\$ 14,818	\$ 33,034	\$ 14,818	14%
Public Health Disease Prevention	70225554		\$ 258,256	\$ 18,294	\$ 12,477	\$ 18,294	\$ 12,477	7%
Community Health & Clinic Services	70225555	\$ 2,000	\$ 855,270	\$ 39,375	\$ 39,618	\$ 39,375	\$ 39,618	5%
BCMH	70225556		\$ 43,636	\$ 5,941	\$ 3,089	\$ 5,941	\$ 3,089	14%
Get Vaccinated	70225558		\$ 85,737	\$ 4,967	\$ 5,278	\$ 4,967	\$ 5,278	6%
PH Naloxone	70225559		\$ 6,606					0%
No longer receiving these grants	Total	48,917	8,220,570	639,435	610,228	639,435	610,228	8%
Other Financing Uses (Advances/Transfers)								
70225111		-	25,000	-	25,000			Advance
70225115		-	-	-	-		125,000	Transfer
70551505		-	-	-	-	-		Advance
71651530		-	-	-	-			Advance
71851528		-	-	-	-	-		Transfer
75451402		-	-	-	-		125,000	Transfer
75551403		-	-	-	-	-		Advance
		-	25,000	-	25,000	250,000		
change from prev month								
Public Health Fund Cash Balance 1/31/2023		\$ 6,581,816	\$ (429,992.43)	\$ 2,458,419	Encumbrances			

January 2023

Special Revenue, Capital Project Funds & Debt Service								
	12/31/2022	Cash Balance	\$ 2,510,124		\$ 709,106	Encumbrances		
Revenues								
Fund Number	12/31/2022 Beg Bal	2023 Budgeted Revenue	2023 January Revenue	2022 January Revenue	2023 Year-To-Date Revenue	2022 Year-To-Date Revenue	% Received YTD 8%	
	\$ 8,892	\$ 7,287		\$ 831		\$ 831	0%	
	\$ 261,753	\$ 499,375	\$ 16,383	\$ 2,880	\$ 16,383	\$ 2,880	3%	
	\$ 19,366	\$ 16,930	\$ 324	\$ 74	\$ 324	\$ 74	2%	
	\$ 39,714	\$ 41,606	\$ 12,490	\$ 13,102	\$ 12,490	\$ 13,102	30%	
	\$ 120,408	\$ 58,341		\$ 725		\$ 725	0%	
	\$ 91,099	\$ 576,366	\$ 127,385	\$ 124,776	\$ 127,385	\$ 124,776	22%	
	\$ 8,461	\$ 35,000	\$ 3,966	\$ 4,355	\$ 3,966	\$ 4,355	11%	
	\$ 1,684,621	\$ 1,564,108					0%	
	\$ 13,650	\$ 574,425					0%	
	\$ 114,136	\$ 250,000					0%	
	\$ 91,692	\$ 540,000	\$ 58,957	\$ 35,353	\$ 58,957	\$ 35,353	11%	
	\$ 56,331	\$ 43,900	\$ 43,900		\$ 43,900		100%	
	\$ -	\$ 359,123					0%	
Total	\$ 2,510,124	\$ 4,566,461	\$ 263,406	\$ 182,096	\$ 263,406	\$ 182,096	6%	

Reimburseable Grants

Build vs. Received, not budget

No longer receiving these grants

Other Financing Sources (Advances/Transfers)								
70551505	-	-	-	-	-	-	Advance	
75651404	-	-	-	-	-	-	Advance	
71651529	-	-	-	-	-	-	Advance	
71651530	-	25,000	-	-	25,000	90,000	Advance	
71851528	-	-	-	-	-	-	Advance	
75451402	-	-	-	-	-	-	Transfer	
75851405	-	-	-	-	-	-	Advance	
<b>Total</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>90,000</b>		

Expenditures								
Fund Number	2022 Carryover	2023 Budgeted Expenditures	2023 January Expenditures	2022 January Expenditures	2023 Year-To-Date Expenditures	2022 Year-To-Date Expenditures	% Expended YTD 8%	1/31/2023 End Bal
Campground Program	70351503	\$ 8,724	\$ 803	\$ 803	\$ 803	\$ 803	9%	\$ 8,089
Food Service	70451504	\$ 3,951	\$ 513,222	\$ 36,183	\$ 23,651	\$ 23,651	7%	\$ 241,954
Water System	70651506	\$ 17,026	\$ 924	\$ 538	\$ 924	\$ 538	5%	\$ 18,765
Solid Waste	70751507	\$ 51,769	\$ 2,642	\$ 4,558	\$ 2,642	\$ 4,558	5%	\$ 49,563
Swimming Pool	70851508	\$ 60,650	\$ 2,463	\$ 415	\$ 2,463	\$ 415	4%	\$ 117,944
Women Infants & Children	70951509	\$ 91	\$ 576,366	\$ 37,960	\$ 36,131	\$ 36,131	7%	\$ 180,524
Safe Rt23 Corridor	71351515	\$ 28,658	\$ 4,837	\$ 2,746	\$ 4,837	\$ 2,746	17%	\$ 7,591
DGHD New Office	71451401	\$ 704,400	\$ 1,818,305	\$ 520,704	\$ 173,739	\$ 173,739	29%	\$ 1,163,916
2022 Enhanced Operations Grant	71651530	\$ 664	\$ 225,000	\$ 14,954	\$ 14,954		7%	\$ 23,696
New Facility Debt Service Fund	75451402	\$ 145,015					0%	\$ 114,136
Workforce Development Grant	75551403	\$ 150,000	\$ 12,326	\$ 9,194	\$ 12,326	\$ 9,194	8%	\$ 138,324
Covid 19 Vaccination	75651404							\$ 100,231
Sewage Program	75851405	\$ 346,837					0%	
<b>Total</b>	<b>\$ 709,106</b>	<b>\$ 3,941,572</b>	<b>\$ 633,796</b>	<b>\$ 250,972</b>	<b>\$ 633,796</b>	<b>\$ 250,972</b>	<b>16%</b>	<b>\$ 2,164,734</b>

Reimburseable Grants

No longer receiving these grants

Other Financing Uses (Advances/Transfers)								
70551505	-	-	-	-	-	-		
71851528	-	-	-	-	-	-		
71651529	-	-	-	-	-	-		
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		

Total 2023 Year-To-Date Revenues	497,849	534,318	Total 2022 Year-To-Date Revenue
Total 2023 Year-To-Date Expenditures	1,273,231	861,201	Total 2022 Year-To-Date Expendit

1/31/2023-Special Revenue, Capital Project

and Debt Service Funds Cash Balance

\$2,164,734 \$ 520,528

Total Cash Balance \$8,746,550 \$ 2,978,948

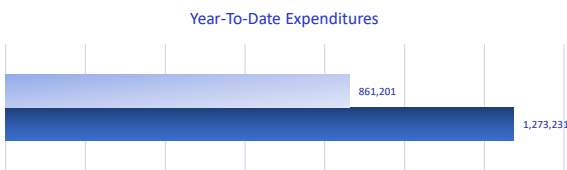
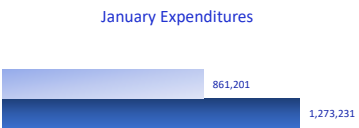
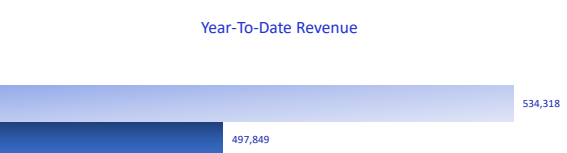
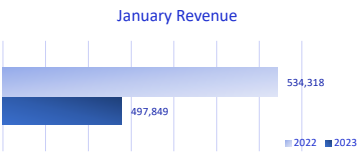
Overall:

Revenues:

Revenues are 93% of 2022 level

Expenditures:

Expenses are 148% of 2022 level



Revenue vs. Expenditures by Year

