

1.0 CONVENTION

1.01 CALL TO ORDER

The March 21, 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, Dr. Hickman, Mr. Hatfield, Mr. Tiberi, Dr. Donaldson, Mr. Karr and Mr. Holzapfel (entered at 7:15 pm). 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, Mr. Matt Clark, Finance Officer, Ms. Triniti West, Administrative Assistant II, Ms. Abbey Trimble, Program Manager of Community Health, Ms. Josie Bonnette, Community Health Specialist III, and Ms. Lisa Brown, Administrative Assistant to the Health Commissioner.

This is the annual re-organization meeting of the Board.

A. Election of Officers - For this portion of the meeting, the Secretary of the Board presides.

B. Nominations - Nominations will be made from those present at the March 21, 2023, meeting.

1. Nominations and election for President

Mr. Tiberi moved to nominate Mr. Blayney for Board President. Mr. Hatfield seconded the motion. No other nominations were made. The motion carried unanimously.

2. Nominations and election for Vice President

Mr. Karr moved to nominate Dr. Donaldson for Board Vice-President. Mr. Tiberi seconded the motion. No other nominations were made. The motion carried unanimously.

1.02 CONSENT ITEMS

6.015 A Expenditures

6.016 A Inventory

6.017 A Donations

6.021 A-C Authorization/Employment

6.024 A Leave of Absence

6.03 A Contracts

6.034 A Preventative Health

6.054 A Legal Issues

Mr. Hatfield moved to approve the consent agenda and agenda as submitted. Dr. Hickman seconded the motion. The motion carried unanimously.

1.03 APPROVAL OF MINUTES

A. Mr. Hatfield moved to approve the February 28, 2023, minutes. Mr. Tiberi seconded the motion. The motion carried unanimously.

1.04 APPROVAL OF BILLS

A. Mr. Hatfield moved to approve the February 2023 bills. Dr. Donaldson seconded the motion. The motion carried unanimously.

2.0 STAFF REPORTS

2.01 HEALTH COMMISSIONER

The one-on-one meetings have concluded. Mr. Guillozet is putting together a brief summary outlining the challenges, opportunities and areas of improvement which will be shared with senior leadership.

Support of Ohio's Investment in LHD's – Mr. Guillozet has prepared a letter of support which is for 20 million dollars per year over the biennium. The current proposal outlines that GRF dollars would be allocated to local health departments to promote evidence based practices within our communities that align with our CHIP. It is proposed to come in a form of a subsidy with no additional reporting required.

This is the first substantial investment in local public health since the eighties. Current per capita rate from the state subsidy is 17 cents per capita and if accredited it is 34 cents per capita. The Health Commissioner requests the Board approve the letter of support.

Mr. Tiberi moved to approve the letter of support for Ohio's Investment in LHD's. Dr. Donaldson seconded the motion. The motion carried unanimously.

Registered Environmental Health Specialists Credentials – The state health department has proposed some significant changes to the way environmental health specialists are registered and credentialed. Currently, staff operate under national examination. Mr. Guillozet sits on the writing team for the national examination. The team is made up of professionals from every discipline within environmental health. It is concerning that ODH has proposed to write their own exam. This also would change renewal fees which are currently in statute and place them in rule. Request the Board oppose and revert changes back to current statute. Further, support a reverse to reciprocity from other states where the licensing requirements are less than Ohio's requirements. This reciprocity provision crept in during lame duck. It effects several licensing and credential professions in the state.

Mr. Karr moved to approve letter of support opposing proposed Registered Environmental Health Specialists changes. Mr. Tiberi seconded the motion. The motion carried unanimously.

Mr. Guillozet introduced new employee Trinita West, Administrative Assistant II within the Environmental Health Division.

2.02 FINANCE

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

PMT: Agency

Mr. Hatfield moved to accept the year-to-date finance report. Mr. Tiberi seconded the motion. The motion carried unanimously.

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.

Change Orders:

Facility Budget Breakdown by category:

Owner requested changes	\$395,760.26
Unforeseen site conditions	307,351.64
Changes associated with P.E.M.B.	148,192.22
Subtotal	\$851,304.12
All other change orders	\$594,451.13
Change orders to date.	\$1,445,755.27
Original contract	\$6,405,996.00.
Total to date	\$7,851,751.27

Construction Estimator's estimate \$8,500,000.00

PMT: Agency

Information Only

B. Executive Session - Mr. Guillozet requested the Board adjourn to Executive Session pursuant to ORC 121.22(G)(2) to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code and for Mr. Guillozet and Ms. Whitney to remain.

Mr. Hatfield moved to enter Executive Session. Mr. Holzapfel seconded the motion. Roll vote was taken: Mr. Blayney yes, Mr. Tiberi yes, Dr. Donaldson yes, Mr. Karr yes, Mr. Holzapfel yes, Mr. Hatfield yes, Dr. Hickman yes. The motion carried unanimously. The Board entered Executive Session at 8:00 pm.

Mr. Karr moved to exit Executive Session. Mr. Tiberi seconded the motion. Roll vote was taken: Mr. Blayney yes, Mr. Tiberi yes, Dr. Donaldson yes, Mr. Karr yes, Mr. Holzapfel yes, Mr. Hatfield yes, Dr. Hickman yes. The motion carried unanimously. The Board exited Executive Session at 8:14 pm.

No action taken.

PMT: Agency

6.0 NEW BUSINESS

6.011 BUDGETS

A. 2024 Budget - Requested Board to approve the 2024 Budget Book as the approved budget and appropriation levels for the agency for 2024.

PMT: Agency

Mr. Tiberi moved to approve the 2024 Budget Book. Dr. Donaldson seconded the motion. The motion carried unanimously.

6.013 LEVY

A. 2024 Levy Update - Mr. Guillozet spoke with the Board of Elections Director. The deadline to submit is August 10th. Preliminary numbers will be presented at the April and May Board meetings. For information purposes, we are reviewing whether the language on the ballot initiative can be changed if running a renewal levy. The initiative includes antiquated language such as services related to AIDS and maternal child health programming.

6.015 EXPENDITURES

A. 2023 Spring Education Conference – Requested Board approval to expend up to \$5,500.00 in Workforce Development and Public Health funds for the 2023 Spring Education Conference. Expenses include Innovation Training (\$3,000.00); meals (\$2,000.00); and program supplies (\$500.00). The 2023 Spring Education Conference will be held on May 5, 2023, from 8:00am-4:30pm at the Delaware County Board of Elections.

Quality

The Board approved item on consent.

6.016 INVENTORY

A. Equipment Disposal – Requested Board approval of disposal of back-up Caterpillar generator for Delaware Public Health District offices. Model number #D100P1 Serial Number #NPS01529 Cost \$24,000. Since this purchase was grant funded in 2004, staff have sought and received approval from ODH to remove this from inventory. The generator will remain with the West Winter buildings.

PMT: Agency

The Board approved item on consent.

6.017 DONATIONS

A. Accept Donation – Requested Board approval of a small donation from an anonymous source in the Community Health & Clinic Services child key (70225555) for \$0.60.

PMT: Agency

The Board approved item on consent.

6.021 AUTHORIZATION/EMPLOYMENT

A. WIC Health Professional / Ms. Susan Rode – Requested Board approval to hire Ms. Susan Rode to fill full-time permanent WIC HP position within the Preventative Health Division vacated by Ms. Carolyn Nye. This position is 40 hours a week (100% FTE), \$27.50/hour (pay grade H) effective March 20, 2023. Position is funded 100% through fund 70951509 (Women, Infants, and Children) with an anticipated annual salary and benefits of \$97,040.55. Amount may be adjusted depending upon benefits selected.

PMT: Agency

The Board approved item on consent.

B. Voluntary Resignation / Ms. Katherine Fox - Requested Board accept resignation of Ms. Katherine Fox, Public Health Nurse II, effective February 28, 2023. Ms. Fox has taken employment with OhioHealth.

PMT: Agency

The Board approved item on consent.

C. Voluntary Resignation (Retirement) / Ms. Jody Lenko - Requested Board accept resignation of Ms. Jody Lenko, Public Health Nurse II, effective March 30, 2023. After over 26 years with the Health District, Ms. Lenko is retiring.

PMT: Agency

The Board approved item on consent.

6.024 LEAVE OF ABSENCE

A. Unpaid Leave / Ms. Erin Kelley - Requested Board approval for Ms. Erin Kelley to go on Unpaid Leave between the dates of 3/13/23 and 4/3/23. Ms. Kelley will be expected to reimburse the employee and family portion of health and dental insurances (\$253.88) for Pay #7 by 3/31/23.

PMT: Agency

The Board approved item on consent.

