

## **1.0 CONVENTION**

### **1.01 CALL TO ORDER AND ATTENDANCE**

The June 27, 2023, meeting was held at the Delaware County Library located at 84 E. Winter Street Delaware, OH and called to order at 7:00 p.m. by Mr. Blayney. Board members present included: Mr. Blayney, Dr. Donaldson, Mr. Tiberi, Mr. Holzapfel, and Dr. Hickman. Staff members present were Mr. Garrett Guillozet, Health Commissioner, Mr. Dustin Kent, Deputy Health Commissioner of Environmental Health, Ms. Amy Whitney, Director of Administrative Services, Ms. Jen Keagy, Deputy Health Commissioner of Community Health, Mr. Adam Howard, Deputy Health Commissioner of Preventive Health, and Mr. Matt Clark, Fiscal Officer.

### **1.02 CONSENT ITEMS**

#### **6.012 Appropriations A-B**

#### **6.019 Funds A**

#### **6.030 Contracts A**

#### **6.053 Resolutions A**

Mr. Tiberi moved to approve the consent agenda and agenda as submitted. Mr. Holzapfel seconded the motion. The motion carried unanimously.

### **1.03 APPROVAL OF MINUTES**

Dr. Donaldson moved to approve the May 30, 2023, minutes. Mr. Tiberi seconded the motion. The motion carried unanimously.

### **1.04 APPROVAL OF BILLS**

Mr. Holzapfel moved to approve the May 2023 bills. Dr. Donaldson seconded the motion. The motion carried unanimously.

## **2.0 STAFF REPORTS**

### **2.01 HEALTH COMMISSIONER**

Mr. Guillozet gave an update on the new building.

- Progress is continuing slowly.
- Electrical inspection has been completed.
- Punch-List inspection has been conducted.

### **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.

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

### **2.03 COMMUNITY HEALTH**

- We were not awarded the NIH grant but look forward to reviewing the committee's comments and for future opportunities.

### **2.04 ENVIRONMENTAL HEALTH**

- Mr. Kent provided shared information regarding our mosquito control program and testing. One positive sample has been identified in the City of Powell and our staff will be spraying on June 29, 2023.

## 2.05 PREVENTATIVE HEALTH

- Mr. Howard provided an update and referred to his division report. Staff are working in various locations but we continue to be able to provide all services at our Sunbury location.
- Staff are preparing for back-to-school and fall flu vaccine clinics.

## 2.06 ADMINISTRATION

- Most of Fiscal is working out of the Sunbury location and IT is working assisting at the new facility.

## 3.0 BOARD REPORTS

### 3.03 BOARD MEMBER COMMENTS

## 4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

### 4.04 CITIZEN REQUEST

## 6.12 APPROPRIATIONS

- A. **Women Infants Children** – Request a transfer of appropriations in the amount of \$5,000 from Salary, and \$5,000 from Benefits, to Services & Charges (total \$10,000) in the Women Infants Children fund (70951509). 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 budge form was provided to the Board.  
**The Board approved item on consent.**
- B. **B. Rise Grant** – Request a transfer of appropriations in the amount of \$1,700 from Materials & Supplies, to Services & Charges in the Rise Grant Fund (70225227) of the Public Health Fund. 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 budge form was provided to the Board.  
**The Board approved item on consent.**

## 6.013 LEVY

- Mr. Guillozet provided an update on the levy. The County Commissioner will be taking action both of the required resolutions during their scheduled sessions on June 26<sup>th</sup> and June 29<sup>th</sup>.

## 6.019 FUNDS

- A. **Accept Grant Award** – Request Board accept the Get Vaccinated Ohio – Public Health Initiative grant award and delegate staff to expend funds as outlined in the award.  
**The Board approved item on consent.**

## 6.033 COMMUNITY HEALTH

- A. **Age Friendly Assessment** – Request Board approval to enter into contract with SourcePoint in the amount not to exceed \$15,000.00 upon review and approval of the Delaware County Prosecutor. The contract will fund the completion of the data analysis and final report for the Age Friendly Community Assessment to be conducted by the Community Health Division.  
**The Board approved item on consent.**

## 6.053 RESOLUTIONS


### A. Update and Amend Resolution 2012-12

Requesting Board approve and adopt the updated version of Resolution 2012-12 “Authorizing the Health Commissioner and Environmental Health Staff to Operate Under the Uniform Food Safety Code”. Changes include new code sections, staff listing, and cease-use for Food Service Operations.

**The Board approved item on consent.**

## ADJOURN

Dr. Donaldson moved to adjourn. Dr. Hickman seconded the motion. The motion carried unanimously. The meeting adjourned at 8:00 pm.

  
Patrick Blayney, President      7/25/23  
or Dr. Briana Donaldson, Vice President      Date

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Garrett Guillozet, Health Commissioner      Date  
Secretary to the Board of Health