

GARRETT GUILLOZET, MPA, REHS | HEALTH COMMISSIONER

470 SOUTH SANDUSKY STREET | DELAWARE, OHIO 43015

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



Date: September 21, 2023

To: Board of Health

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

Re: Board meeting **Tuesday, September 26, 2023, 7:00 pm** DOC conference room DPHD HQ
470 S. Sandusky St., Delaware, OH 43015

1.0 CONVENTION

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
1.01 CALL TO ORDER AND ATTENDANCE	2	
1.02 CONSENT ITEMS 6.012 Appropriations A-M 6.017 Advances/Transfers A-D 6.021 Authorization/Employment A-D 6.023 Tuition Reimbursement/Staff Development 6.034 Preventative Health A 6.050 Board Actions/Policies/Legal Issues A 6.053 Resolutions A	2	Approve
1.03 APPROVAL OF MINUTES A. Previously sent.	2	Approve
1.04 APPROVAL OF BILLS A. Previously sent. Pages 1-13 of the Supporting Documents	2	Approve

2.0 STAFF REPORTS

<i>Agenda Item</i>	<i>TIME</i>	<i>Action/ Contact</i>	<i>PMT</i>
2.01 HEALTH COMMISSIONER	2	Info/ Garrett	
2.02 FINANCE			
A. Finance Report – Requesting Board review and accept the year-to-date finance report (attached). Pages 14-22 of the Supporting Documents. Action Requested: Accept	2	Accept/ Matt	Agency
B. Five Year Forecast – Updated including proposed changes tonight (attached). Page 24 of the Supporting Documents.	2	Info/ Matt	

2.03 COMMUNITY HEALTH		Jen	
2.04 ENVIRONMENTAL HEALTH		Dustin	
2.05 PREVENTATIVE HEALTH		Adam	
2.06 ADMINISTRATION		Amy	

3.0 BOARD REPORTS

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
3.01 BOARD PRESIDENT	<15	Info	
3.02 BOARD COMMITTEES		Info	
3.03 BOARD MEMBER COMMENTS	<10	Info	

4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
4.01 REGULATION HEARING/ADOPTION			
A. Adoption of the 2024 Environmental Health Fees The Delaware County Board of Health agrees to adopt the updated Fee Schedule to be used for the Division of Environmental Health. These fees will take effect on January 1, 2024, after a two-week period of advertising in the community and three board readings. September 26, 2023: First Reading, No Action October 24, 2023: Second Reading, Public Hearing December 5, 2023: Third and Final Reading, Adoption See Attached Proposed Fee Schedule/Regulation	5	Discuss/ Dustin	Agency
4.04 CITIZEN REQUEST			

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>
6.012 APPROPRIATIONS			
A. Administration – Request Board approval to increase the current 2023 Administration (70225111) expense appropriation from \$1,997,079.90 to \$2,467,690.40. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 25 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency

B. Vital Statistics – Request Board approval to increase the current 2023 Vital Statistics (70225112) expense appropriation from \$247,630.46 to \$293,889.89. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 26 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
C. DPHD HQ – Request Board approval to increase the current 2023 DPHD HQ (70225113) expense appropriation from \$132,408.00 to \$404,311.89. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 27 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
D. Data & Communication – Request Board approval to decrease the current 2023 Data & Communication (70225114) expense appropriation from \$596,830.13 to \$405,132.84. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 28 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
E. Building – Request Board approval to decrease the current 2023 Building (70225115) expense appropriation from \$445,268.31 to \$244,769.25 and increase the revenue budget. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 29 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
F. Sunbury Satellite – Request Board approval to decrease the current 2023 Sunbury Satellite (70225116) expense appropriation from \$132,562.74 to \$91,205.85. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 30 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
G. Communications – Request Board approval to decrease the current 2023 Communications (70225225) expense appropriation from \$258,355.52 to \$145,373.17. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 31 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency

H. PH Emergency Planning – Request Board approval to increase the current 2023 PH Emergency Planning (70225228) expense appropriation from \$56,686.75 to \$94,971.55. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 32 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
I. ER Response & Waste Management – Request Board approval to decrease the current 2023 ER Response & Waste Management (70225442) expense appropriation from \$18,923.27 to \$4,300.00 This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 33 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
J. Residential Services – Request Board approval to decrease the current 2023 Vital Statistics (70225445) expense appropriation from \$93,966.02 to \$31,186.35. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 34 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
K. Food Protection & Public Safety – Request Board approval to decrease the current 2023 Food Protection & Public Safety (70225447) expense appropriation from \$320,570.49 to \$58,276.36. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 35 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
L. Health Levy – Request Board approval to increase the current 2023 Health Levy (70225772) expense appropriation from \$0 to \$156,253.86 and increase the revenue budget. This change is necessary to bring line-item expenses up to date with the latest estimates and revisions that came from the budget process. Please see attached budget revision form. (Page 36 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency
M. 2022 Enhanced Operations Grant – Request Board approval to decrease the current 2023 2022 Enhanced Operations Grant (71651530) expense appropriation from \$225,000.00 to \$46,077.12 and decrease the revenue budget. This change is necessary due to the grant ending 7/31/2023. Please see attached budget revision form. (Page 37 of the Supporting Documents) Action Requested: Consent approval	0	Matt/ Consent	Agency

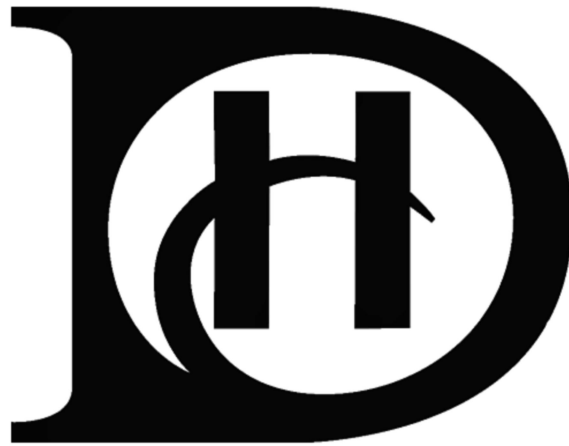
6.017 ADVANCES/TRANSFERS			
A. Advance – Request Board approval to return the advance of \$10,000.00 from the SAFE special revenue fund (71351515) to the Administration child key of the Public Health Fund (70225111). This fund has sufficient cash balance to return the advance. Action Requested: Consent approval	0	Matt/ Consent	Agency
B. Transfer – Request Board approval to transfer \$125,000.00 from the Health Levy child key of the Public Health Fund (70225772) to the New Facility Debt Service fund (75451402). This is a planned transfer to pay for principal & interest on the First Commonwealth Bank mortgage. Action Requested: Consent approval	0	Matt/ Consent	Agency
C. Advance – Request Board approval to return the 2022 advance of \$90,000.00 from the 2022 Enhanced Operations Grant special revenue fund (71651530) to the Administration child key of the Public Health Fund (70225111). This fund has sufficient cash balance to return the advance. Action Requested: Consent approval	0	Matt/ Consent	Agency
D. Transfer – Request Board approval to transfer \$230.95 from the COVID 19 Vaccination special revenue fund (75651404) to the Administration child key of the Public Health Fund (70225111). This grant is complete as of 6/30/2023, all reporting has been reconciled, and only a trivial amount remains to be transferred. Action Requested: Consent approval	0	Matt/ Consent	Agency
6.021 AUTHORIZATION/EMPLOYMENT			
A. Administrative Assistant II/ Ms. Jessica Ayala – Request Board confirm the hire of Ms. Jessica Ayala to full-time Administrative Assistant II position with the Community Health Division. This position is funded 100% from Vital Statistics (70225112). Action Requested: Consent approval	0	Jen/ Consent	Agency
B. Public Health Nurse III / Ms. Paula Mieseler – Request Board confirm the hire of Ms. Paula Mieseler to fill the full-time permanent Public Health Nurse III position within the Preventative Health Division effective 09/19/2023. Action Requested: Consent approval	0	Adam/ Consent	Agency
C. Public Health Nurse II / Ms. Allison Comstock – Request Board confirm the hire of Ms. Allison Comstock to fill the full-time permanent Public Health Nurse II position within the Preventative Health Division effective 09/05/2023. Action Requested: Consent approval	0	Adam/ Consent	Agency
D. Administrative Assistant II/ Mrs. Maria Redding – Request Board approval to hire Mrs. Maria Redding to full-time Administrative Assistant II position with the Environmental Health Division. This position is 40 hours a week and effective 9/18/2023.	0	Dustin/ Consent	Agency

Action Requested: Consent approval			
6.023 TUITION REIMBURSEMENT/STAFF DEVELOPMENT			
<p>A. Conference - Request Board approval to expend up to \$2,108 Workforce Development Grant funds for Cori Spring, Jennifer Kerr, Milu Nguyen, and Adam Howard to attend the OPHA PHN Conference in Findlay, Ohio November 2-3, 2023. This conference is applicable to the work of the District and is directly related to workforce Strategic Plan priority. Expenses include conference/registration, hotel, parking, and meals.</p> <p>Action Requested: Consent approval</p>	0	Adam/ Consent	Agency
6.034 PREVENTATIVE HEALTH			
<p>A. Apply for Breastfeeding in the Workplace grant – Request Board confirm application for the Breastfeeding in the Workplace grant provided by ODH. This grant and will be operational October 1, 2023 – September 29, 2024</p> <p>The goal of this grant is to “provide funding to local agencies to educate businesses on the importance of workplace lactation support and to assist them with adopting new or updated lactation supports.” If funded the Preventative Health Division requests Board approval to expend grant funds according to the Notice of Award.</p> <p>Action Requested: Consent approval</p>	0	Adam/ Consent	Community
6.035 ENVIRONMENTAL HEALTH			
<p>A. Approval of the Delaware County Transfer and Recycling Center Transfer Station License. The Delaware County Transfer and Recycling Center Transfer Station submitted a completed application and that the facility located at 892 US HWY 42 N, Delaware Ohio, complies with the rules adopted under Chapter 3734 of the Ohio Revised Code.</p> <p>Action Requested: Recommend Approval</p>	5	Dustin/ Garrett	Agency
B. Placed on Ohio Department of Agriculture approved list for Retail Food Establishment Program.	0	Info/ Dustin	Agency
C. Placed on Ohio Department of Health provisional list for Public Swimming Pool Program. Action Plan is being written to be submitted to the ODH.	0	Info/ Dustin	Agency
6.04 SPECIAL REPORTS			
A. 2023-2028 Community Health Improvement Plan (CHIP) – The 2023 biennial progress report is attached . Pages 38-42 of the Supporting Documents.	5	Jen/ Discussion	Quality
B. 2020-2024 Delaware Public Health District Agency Strategic Plan – The 2023 biannual progress report is attached . Pages 43-50 of the Supporting Documents.	5	Amy/ Discussion	Quality

C. Delaware Public Health District Performance Management Dashboard – The 2023 biannual progress report is attached . The dashboard can be accessed at https://embed.clearimpact.com/Scorecard/Embed/78048 . Page 51 of the Supporting Documents.	5	Amy/ Discussion	Quality
D. HOSA Presentation - Health Occupation Students of America (a global student led organization) worked with the Health District in 2023. The team consists of students from Olentangy interested in a career in the medical field. This year they worked on CPR, stop the bleed, first aid training, shadowed in a clinic, shadowed at Grace clinic, and more. The team will present a brief overview of their work. Presentation	15	Adam/ Info	Agency
6.05 BOARD ACTIONS/POLICIES/LEGAL ISSUES			
A. Public Health Ethics – Request Board approval of the updated Public Health Ethics (copy attached). Pages 52-53 of the Supporting Documents. Action Requested: Consent approval	0	Amy/ Consent	Agency
6.053 RESOLUTIONS			
A. Resolution 2023-04 – Request Board approval of Resolution 2023-04. Be it resolved by the board of the Delaware County Health Department (now known as Delaware Public Health District) that the amounts and rates as determined by the Budget Commission in its certification, be and the same as hereby accepted; and be it further resolved, that there be and is hereby levied on the tax duplicate of Delaware County the rate of each tax necessary to be levied without the ten mill limitation as follows: Health Levy fund (70225772) in the amount of \$4,498,535 from levies outside the 10 mill limitation at the County Auditor's estimated rate of 0.70 mills. A copy of the resolution and "Schedule A" is attached . Pages 54-55 of the Supporting Documents. Action Requested: Consent Approval	0	Matt/ Consent	Agency
6.054 LEGAL ISSUES			

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	Chief Operating Officer	Fiscal Officer
937/418-7211	419/202-1063	614/315-1337	740/360-4718	740/816-6419	740/973-7346



**Delaware Public
Health District**

Dedicated to your health

Supporting Documents
Board of Health
Regular Meeting
September 26, 2023

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
ADMINISTRATION	8/11/2023	EMPLOYEES	SALARY	40,908.86
			TOTAL 5001	40,908.86
	8/11/2023	EMPLOYEES	OVERTIME	209.78
			TOTAL 5004	209.78
	8/24/2023	INTERFLEX PAYMENTS LLC	FSA	167.20
	8/31/2023	ANTHEM BLUE CROSS AND BLUE SHIELD	HEALTH INSURANCE	97,217.92
	8/31/2023	ERC HEALTH ACADEMY INC	HEALTH INSURANCE	1,908.00
	8/31/2023	LINCOLN NATIONAL LIFE INSURANCE CO	HEALTH INSURANCE	1,090.38
	8/31/2023	VSP OHIO	VISION INSURANCE	741.83
			TOTAL 5101	101,125.33
	8/11/2023	EMPLOYEES	WORKERS COMP	365.04
			TOTAL 5102	365.04
	8/31/2023	DELTA DENTAL PLAN OF OHIO	DENTAL INSURANCE	3,475.85
			TOTAL 5103	3,475.85
	8/31/2023	LINCOLN NATIONAL LIFE INSURANCE CO	LIFE INSURANCE	1,252.57
			TOTAL 5104	1,252.57
	8/11/2023	EMPLOYEES	PERS	9,734.08
			TOTAL 5120	9,734.08
	8/11/2023	BOARD MEMBERS	SOCIAL SECURITY	34.72
			TOTAL 5121	34.72
	8/11/2023	EMPLOYEES	MEDICARE	621.83
			TOTAL 5131	621.83
	8/15/2023	AMAZON CAPITAL SERVICES INC	OTHER SUPPLIES	157.98
	8/31/2023	AMAZON CAPITAL SERVICES INC	OTHER SUPPLIES	128.21
	8/31/2023	AMAZON CAPITAL SERVICES INC	OTHER SUPPLIES	244.91
			TOTAL 5201	531.10
	8/15/2023	SPARLING DO,WENDY L	MEDICAL DIRECTOR	625.00
	8/16/2023	CLEMANS NELSON & ASSOC INC	OTHER PROFESSIONAL SERVICE	2,306.25
	8/22/2023	CLEMANS NELSON & ASSOC INC	OTHER PROFESSIONAL SERVICE	175.00
	8/22/2023	JULIAN AND GRUBE INC	AUDIT EXPENSE	6,600.00
			TOTAL 5301	9,706.25
	8/31/2023	ASSOC OF OHIO HEALTH COMM	CONF REGISTRATION FEE	200.00
			TOTAL 5305	200.00
	8/3/2023	NACCHO	MEMBERSHIP	960.00
			TOTAL 5308	960.00
	8/24/2023	WALLACE,MONICA	MILEAGE	15.20
			TOTAL 5309	15.20
	8/22/2023	MAIL PRO 1 LLC	BUSINESS CARDS	40.00
			TOTAL 5313	40.00
	8/7/2023		POSTAL SERVICE	(488.50)
			TOTAL 5331	(488.50)
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	90.00
			TOTAL 5332	90.00
	8/24/2023	PUBLIC ENTITIES POOL OF OHIO	LIABILITY INSURANCE	898.00
			TOTAL 5370	898.00
	8/15/2023	CITY OF DELAWARE	BACKGROUND CHEKS	35.00
	8/31/2023	HEALTH DEPARTMENT	CHANGE FUND	300.00
			TOTAL 5380	335.00
	8/31/2023		ADV TO 75551408 PH WORKFORCE	200,000.00
	8/31/2023		ADV TO 71351521 IPG	110,000.00
			TOTAL 8500	310,000.00
			ADMINISTRATION TOTAL	480,015.11
VITAL STATS	8/11/2023	EMPLOYEES	SALARY	3,950.40
			TOTAL 5001	3,950.40

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
	8/11/2023	EMPLOYEES	WORKERS COMP	35.56
			TOTAL 5102	35.56
	8/11/2023	EMPLOYEES	PERS	948.10
			TOTAL 5120	948.10
	8/11/2023	EMPLOYEES	MEDICARE	57.96
			TOTAL 5131	57.96
	8/15/2023	OHIO DIVISION REAL ESTATE	REMIT TO STATE	5.00
			TOTAL 5365	5.00
			VITAL STATS TOTAL	4,997.02
DPHD HQ	8/11/2023	EMPLOYEES	SALARY	3,488.74
			TOTAL 5001	3,488.74
	8/11/2023	EMPLOYEES	WORKERS COMP	30.78
			TOTAL 5102	30.78
	8/11/2023	EMPLOYEES	PERS	820.60
			TOTAL 5120	820.60
	8/11/2023	EMPLOYEES	MEDICARE	53.70
			TOTAL 5131	53.70
	8/15/2023	HARDWARE EXCHANGE CO INC	OTHER SUPPLIES	69.89
	8/15/2023	KE WA PA SALES INC	CLEANING SUPPLIES	632.94
	8/22/2023	HARDWARE EXCHANGE CO INC	OTHER SUPPLIES	5.69
	8/22/2023	HARDWARE EXCHANGE CO INC	OTHER SUPPLIES	11.49
	8/22/2023	HARDWARE EXCHANGE CO INC	OTHER SUPPLIES	525.99
	8/22/2023	OFFICE CITY EXPRESS INC	OFFICE SUPPLIES	85.00
	8/24/2023	OFFICE CITY EXPRESS INC	OFFICE SUPPLIES	46.05
			TOTAL 5201	1,377.05
	8/3/2023	CALYPSO CARS LLC	VEHICLE PARTS	66.70
	8/21/2023	CALYPSO CARS LLC	REPOST TO 70225551-5228	(66.70)
	8/24/2023	CALYPSO CARS LLC	VEHICLE PARTS	446.41
			TOTAL 5228	446.41
	8/15/2023	VERIZON	MAINT CONTRACT	473.75
	8/15/2023	VERIZON	MAINT CONTRACT	473.75
			TOTAL 5325	947.50
	8/3/2023	CALYPSO CARS LLC	VEHICLE MAINT	15.00
	8/3/2023	CINTAS CORPORATION	MAT RENTAL	34.59
	8/15/2023	HOFFMANS LAWN CARE LLC	BUILDING MAINT	210.00
	8/15/2023	HOFFMANS LAWN CARE LLC	BUILDING MAINT	210.00
	8/21/2023	CALYPSO CARS LLC	REPOST TO 70225551-5328	(15.00)
	8/22/2023	CAR WASH DEPOT INC	VEHICLE MAINT	224.00
	8/22/2023	HOFFMANS LAWN CARE LLC	BUILDING MAINT	390.00
	8/24/2023	CALYPSO CARS LLC	VEHICLE MAINT	300.00
	8/31/2023	CINTAS CORPORATION	MAT RENTAL	54.20
			TOTAL 5328	1,422.79
	8/31/2023	VERIZON	CELL PHONE SERVICE	27.80
			TOTAL 5330	27.80
	8/21/2023	AMERICAN ELECTRIC POWER	ELECTRICITY	5,951.83
	8/31/2023	AMERICAN ELECTRIC POWER	ELECTRICITY	6,605.82
			TOTAL 5338	12,557.65
			DPHD HQ TOTAL	21,173.02
DATA	8/11/2023	EMPLOYEES	SALARY	11,166.40
			TOTAL 5001	11,166.40
	8/11/2023	EMPLOYEES	OVERTIME	61.91
			TOTAL 5004	61.91
	8/11/2023	EMPLOYEES	WORKERS COMP	101.04
			TOTAL 5102	101.04
	8/11/2023	EMPLOYEES	PERS	2,694.78
			TOTAL 5120	2,694.78
	8/11/2023	EMPLOYEES	MEDICARE	169.19

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
			TOTAL 5131	169.19
	8/15/2023	AMAZON CAPITAL SERVICES INC	OTHER SUPPLIES	113.38
	8/15/2023	AMAZON CAPITAL SERVICES INC	DATA PROCESSING SUPPLIES	25.74
	8/15/2023	AMAZON CAPITAL SERVICES INC	DATA PROCESSING SUPPLIES	120.43
	8/15/2023	BATTERIES PLUS LLC	DATA PROCESSING SUPPLIES	586.20
	8/15/2023	HEADSETS.COM INC	OFFICE SUPPLIES	49.90
	8/31/2023	CDW GOVERNMENT INC	DATA PROCESSING SUPPLIES	107.51
			TOTAL 5201	1,003.16
	8/24/2023	GOODSITE,TODD	MILEAGE	102.31
			TOTAL 5309	102.31
	8/22/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	740.00
	8/22/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	740.00
	8/24/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	203.92
	8/24/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	217.93
			TOTAL 5315	1,901.85
	8/15/2023	30 LINES LLC	DATA PROCESSING SERVICE	225.00
	8/15/2023	EZ WEB ENTERPRISES INC	DATA PROCESSING SERVICE	600.00
	8/15/2023	J2 CLOUD SERVICES LLC	DATA PROCESSING SERVICE	342.32
			TOTAL 5320	1,167.32
	8/15/2023	COMDOC INC	MAINT CONTRACT	21.97
	8/15/2023	MARKETING SALES SOLUTIONS INC	MAINT CONTRACT	5,814.00
	8/22/2023	COMDOC INC	MAINT CONTRACT	21.97
			TOTAL 5325	5,857.94
	8/15/2023	GREENFLY NETWORKS INC	TELEPHONE SERVICE	364.62
	8/31/2023	VERIZON	CELL PHONE SERVICE	92.82
			TOTAL 5330	457.44
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	60.00
			TOTAL 5332	60.00
	8/22/2023	XEROX FINANCIAL SERVICES LLC	COPY MACHINE RENTAL	3,116.95
			TOTAL 5335	3,116.95
			DATA TOTAL	27,860.29
BUILDING	8/21/2023	AMERICAN ELECTRIC POWER	REPOST TO 70225113-5338	(5,951.83)
	8/24/2023	RUMPKE CONSOLIDATED COMPANIES	TRASH REMOVAL	199.59
	8/24/2023	RUMPKE CONSOLIDATED COMPANIES	TRASH REMOVAL	200.45
			TOTAL 5338	(5,551.79)
			BUILDING TOTAL	(5,551.79)
SUNBURY	8/11/2023	EMPLOYEES	SALARY	3,624.00
			TOTAL 5001	3,624.00
	8/25/2023	EMPLOYEES	OVERTIME	33.98
			TOTAL 5004	33.98
	8/11/2023	EMPLOYEES	WORKERS COMP	32.92
			TOTAL 5102	32.92
	8/11/2023	EMPLOYEES	PERS	877.92
			TOTAL 5120	877.92
	8/11/2023	EMPLOYEES	MEDICARE	50.78
			TOTAL 5131	50.78
	8/24/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	REPOST TO 70225114-5315	(203.92)
	8/24/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	REPOST TO 70225114-5315	(217.93)
	8/24/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	264.98
	8/24/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	203.92
	8/24/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	217.93
			TOTAL 5315	264.98
	8/24/2023	AIR FORCE ONE INC	VEHICLE MAINT	632.00
			TOTAL 5325	632.00
	8/3/2023	CINTAS CORPORATION	MAT RENTAL	19.84
	8/15/2023	CINTAS CORPORATION	MAT RENTAL	19.84
	8/22/2023	CINTAS CORPORATION	MAT RENTAL	19.84
	8/31/2023	CINTAS CORPORATION	MAT RENTAL	19.84

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
			TOTAL 5328	79.36
	8/15/2023	SUNBURY MILLS PLAZA LLC	WATER AND SEWAGE	111.00
	8/15/2023	SUNBURY MILLS PLAZA LLC	BUILDING RENTAL	2,477.11
	8/21/2023	SUNBURY MILLS PLAZA LLC	REPOST TO 70225116-5338	(111.00)
			TOTAL 5335	2,477.11
	8/15/2023	AMERICAN ELECTRIC POWER	ELECTRICITY	92.05
	8/21/2023	SUNBURY MILLS PLAZA LLC	WATER AND SEWAGE	111.00
			TOTAL 5338	203.05
			SUNBURY TOTAL	8,276.10
CH ADMIN	8/11/2023	EMPLOYEES	SALARY	57,855.78
			TOTAL 5001	57,855.78
	8/11/2023	EMPLOYEES	OVERTIME	350.52
			TOTAL 5004	350.52
	8/11/2023	EMPLOYEES	WORKERS COMP	523.89
			TOTAL 5102	523.89
	8/11/2023	EMPLOYEES	PERS	13,969.50
			TOTAL 5120	13,969.50
	8/11/2023	EMPLOYEES	MEDICARE	860.03
			TOTAL 5131	860.03
	8/15/2023	OFFICE CITY EXPRESS INC	OFFICE SUPPLIES	153.91
	8/24/2023	OFFICE CITY EXPRESS INC	OFFICE SUPPLIES	154.68
	8/31/2023	BAIN,JACQUELINE J	OFFICE SUPPLIES	2.29
			TOTAL 5201	310.88
	8/31/2023	BAIN,JACQUELINE J	FOOD SUPPLIES	36.09
			TOTAL 5294	36.09
	8/31/2023	CARROLL,NICOLE L	OTHER PROFESSIONAL SERVICE	735.00
			TOTAL 5301	735.00
	8/24/2023	FIRST COMMONWEALTH BANK	CONF REGISTRATION FEE	150.00
			TOTAL 5305	150.00
	8/21/2023	WAY YOUNG,JENIFER S	MILEAGE	43.82
	8/21/2023	WAY YOUNG,JENIFER S	MILEAGE	104.15
	8/24/2023	BONNETTE,JOSIE L	MILEAGE	28.43
	8/24/2023	BURLESON,MAHALIA J	MILEAGE	163.88
	8/24/2023	JAGGERS,TAYLOR	MILEAGE	153.66
	8/24/2023	KINCAID,KELLI	MILEAGE	95.24
			TOTAL 5309	589.18
	8/24/2023	FIRST COMMONWEALTH BANK	ADVERTISING	31.29
	8/24/2023	FIRST COMMONWEALTH BANK	ADVERTISING	157.34
	8/24/2023	FIRST COMMONWEALTH BANK	ADVERTISING	137.14
			TOTAL 5312	325.77
	8/22/2023	MAIL PRO 1 LLC	BUSINESS CARDS	40.00
	8/24/2023	FIRST COMMONWEALTH BANK	PRINTING	470.00
			TOTAL 5313	510.00
	8/22/2023	4IMPRINT INC	PUBLIC RELATIONS	508.29
			TOTAL 5317	508.29
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	150.00
			TOTAL 5332	150.00
	8/3/2023	OSTRANDER YOUTH ATHLETIC ASSOCIATION	OSTRANDER YOUTH TRL PROJ	8,000.00
			TOTAL 5365	8,000.00
			CH ADMIN TOTAL	84,874.93
COMMUNICATIONS	8/11/2023	EMPLOYEES	SALARY	6,234.54
			TOTAL 5001	6,234.54
	8/11/2023	EMPLOYEES	WORKERS COMP	56.12
			TOTAL 5102	56.12
	8/11/2023	EMPLOYEES	PERS	1,496.30

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
			TOTAL 5120	1,496.30
	8/11/2023	EMPLOYEES	MEDICARE	99.44
			TOTAL 5131	99.44
	8/15/2023	LAMAR COMPANIES INC,THE	ADVERTISING	890.00
	8/24/2023	MOORE SIGNS	ADVERTISING	475.00
	8/31/2023	LAMAR COMPANIES INC,THE	ADVERTISING	890.00
			TOTAL 5312	2,255.00
	8/15/2023	4IMPRINT INC	PUBLIC RELATIONS	1,107.14
			TOTAL 5317	1,107.14
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	30.00
			TOTAL 5332	30.00
			COMMUNICATIONS TOTAL	11,278.54
MRC 2022	8/15/2023	MAIL PRO 1 LLC	OTHER SUPPLIES	4,520.40
			TOTAL 5215	4,520.40
			MRC 2022 TOTAL	4,520.40
RISE GRANT	8/24/2023	FIRST COMMONWEALTH BANK	PROGRAM SUPPLIES	1,664.02
			TOTAL 5215	1,664.02
			RISE GRANT TOTAL	1,664.02
PH EMERGENCY PLANNING	8/31/2023	TREASURER,STATE OF OHIO	OTHER PROFESSIONAL SERVICE	300.00
			TOTAL 5301	300.00
			PH EMERGENCY PLANNING TOTAL	300.00
HEAL GRANT	8/11/2023	EMPLOYEES	SALARY	1,009.60
			TOTAL 5001	1,009.60
	8/11/2023	EMPLOYEES	WORKERS COMP	9.08
			TOTAL 5102	9.08
	8/11/2023	EMPLOYEES	PERS	242.30
			TOTAL 5120	242.30
	8/11/2023	EMPLOYEES	MEDICARE	15.62
			TOTAL 5131	15.62
			HEAL GRANT TOTAL	1,276.60
CRIBS FOR KIDS GRANT	8/24/2023	FIRST COMMONWEALTH BANK	PROGRAM SUPPLIES	2,217.35
			TOTAL 5215	2,217.35
			CRIBS FOR KIDS GRANT TOTAL	2,217.35
EH ADMIN	8/11/2023	EMPLOYEES	SALARY	13,676.64
			TOTAL 5001	13,676.64
	8/11/2023	EMPLOYEES	WORKERS COMP	123.10
			TOTAL 5102	123.10
	8/11/2023	EMPLOYEES	PERS	3,282.40
			TOTAL 5120	3,282.40
	8/11/2023	EMPLOYEES	MEDICARE	201.78
			TOTAL 5131	201.78
	8/22/2023	AUTOZONE	VEHICLE PARTS	20.99
	8/31/2023	CALYPSO CARS LLC	VEHICLE PARTS	1.20
			TOTAL 5228	22.19
	8/15/2023	DUNFEE, GLYNNIS L	LICENSE	78.50
			TOTAL 5308	78.50
	8/21/2023	WAY YOUNG, JENIFER S	REPOST TO 70225222-5309	(43.82)
	8/21/2023	WAY YOUNG, JENIFER S	REPOST TO 70225222-5309	(104.15)
	8/24/2023	ZOECKLEIN, BRITTANY A	MILEAGE	24.24
			TOTAL 5309	(123.73)
	8/22/2023	MAIL PRO 1 LLC	PRINTING	40.00

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
			TOTAL 5313	40.00
	8/15/2023	GOURMET FOOD ENTERPRISES	REFUND	108.00
	8/21/2023	GOURMET FOOD ENTERPRISES	REPOST TO 70451504-5319	(108.00)
			TOTAL 5319	0.00
	8/31/2023	CALYPSO CARS LLC	VEHICLE MAINT	20.00
			TOTAL 5328	20.00
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	62.95
			TOTAL 5332	62.95
	8/24/2023	FIRST COMMONWEALTH BANK	CATERING	289.00
			TOTAL 5381	289.00
			EH ADMIN TOTAL	17,672.83
SEWAGE	8/3/2023	CALYPSO CARS LLC	VEHICLE PARTS	88.60
	8/21/2023	CALYPSO CARS LLC	REPOST TO 70225446-5228	(88.60)
	8/31/2023	CALYPSO CARS LLC	VEHICLE PARTS	80.36
			TOTAL 5228	80.36
	8/3/2023	CALYPSO CARS LLC	VEHICLE MAINT	47.00
	8/21/2023	CALYPSO CARS LLC	REPOST TO 70225446-5328	(47.00)
	8/31/2023	CALYPSO CARS LLC	VEHICLE MAINT	35.00
			TOTAL 5328	35.00
			SEWAGE TOTAL	115.36
VECTOR	8/11/2023	EMPLOYEES	SALARY	3,703.20
			TOTAL 5001	3,703.20
	8/25/2023	EMPLOYEES	OVERTIME	91.91
			TOTAL 5004	91.91
	8/11/2023	EMPLOYEES	WORKERS COMP	34.15
			TOTAL 5102	34.15
	8/11/2023	EMPLOYEES	PERS	910.84
			TOTAL 5120	910.84
	8/11/2023	EMPLOYEES	MEDICARE	58.97
			TOTAL 5131	58.97
	8/24/2023	AUTOZONE	PROGRAM SUPPLIES	659.98
	8/24/2023	CLARKE MOSQUITO CONTROL PRODUCTS INC	PROGRAM SUPPLIES	13,970.00
			TOTAL 5215	14,629.98
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	25.73
			TOTAL 5332	25.73
			VECTOR TOTAL	19,454.78
RESIDENTIAL SERVICES	8/25/2023	EMPLOYEES	SALARY	2,094.90
			TOTAL 5001	2,094.90
	8/11/2023	EMPLOYEES	WORKERS COMP	18.84
			TOTAL 5102	18.84
	8/11/2023	EMPLOYEES	PERS	502.80
			TOTAL 5120	502.80
	8/11/2023	EMPLOYEES	MEDICARE	31.32
			TOTAL 5131	31.32
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	10.50
			TOTAL 5332	10.50
			RESIDENTIAL SERVICES TOTAL	2,658.36
PLUMBING	8/11/2023	EMPLOYEES	SALARY	27,877.60
			TOTAL 5001	27,877.60
	8/11/2023	EMPLOYEES	OVERTIME	35.01
			TOTAL 5004	35.01
	8/11/2023	EMPLOYEES	WORKERS COMP	251.22

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
			TOTAL 5102	251.22
	8/11/2023	EMPLOYEES	PERS	6,699.01
			TOTAL 5120	6,699.01
	8/11/2023	EMPLOYEES	MEDICARE	414.81
			TOTAL 5131	414.81
	8/21/2023	CALYPSO CARS LLC	VEHICLE PARTS	88.60
	8/22/2023	CALYPSO CARS LLC	VEHICLE PARTS	11.40
			TOTAL 5228	100.00
	8/15/2023	CITY OF DELAWARE	OTHER PROFESSIONAL SERVICE	1,118.48
	8/15/2023	CITY OF POWELL	OTHER PROFESSIONAL SERVICE	216.70
	8/31/2023	BUILDING SAFETY	OTHER PROFESSIONAL SERVICE	4,317.75
			TOTAL 5301	5,652.93
	8/21/2023	CALYPSO CARS LLC	VEHICLE MAINT	47.00
	8/22/2023	CALYPSO CARS LLC	VEHICLE MAINT	40.00
			TOTAL 5328	87.00
	8/31/2023	VERIZON	CELL PHONE SERVICE	22.44
			TOTAL 5330	22.44
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	129.00
			TOTAL 5332	129.00
			PLUMBING TOTAL	41,269.02
FOOD PROTECTION	8/11/2023	EMPLOYEES	SALARY	4,399.40
			TOTAL 5001	4,399.40
	8/11/2023	EMPLOYEES	OVERTIME	3.42
			TOTAL 5004	3.42
	8/11/2023	EMPLOYEES	WORKERS COMP	39.61
			TOTAL 5102	39.61
	8/11/2023	EMPLOYEES	PERS	1,056.66
			TOTAL 5120	1,056.66
	8/11/2023	EMPLOYEES	MEDICARE	67.21
			TOTAL 5131	67.21
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	28.52
			TOTAL 5332	28.52
			FOOD PROTECTION TOTAL	5,594.82
PH ADMIN	8/11/2023	EMPLOYEES	SALARY	6,951.98
			TOTAL 5001	6,951.98
	8/11/2023	EMPLOYEES	WORKERS COMP	62.57
			TOTAL 5102	62.57
	8/11/2023	EMPLOYEES	PERS	1,668.46
			TOTAL 5120	1,668.46
	8/11/2023	EMPLOYEES	MEDICARE	104.84
			TOTAL 5131	104.84
	8/31/2023	WOLCOTT,LINDA	PROGRAM SUPPLIES	33.93
			TOTAL 5215	33.93
	8/21/2023	CALYPSO CARS LLC	VEHICLE PARTS	66.70
			TOTAL 5228	66.70
	8/15/2023	CTS LINK	INTERPRETER	191.05
	8/22/2023	MEDICOUNT MANAGEMENT INC	OTHER PROFESSIONAL SERVICE	2,312.43
			TOTAL 5301	2,503.48
	8/24/2023	HUBBARD,AMANDA N	MILEAGE	9.53
	8/24/2023	RODE,SUSAN M	MILEAGE	2.55
	8/24/2023	SYAR,MANUELA A	MILEAGE	13.28
	8/24/2023	WOLCOTT,LINDA	MILEAGE	16.09
			TOTAL 5309	41.45

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
	8/21/2023	CALYPSO CARS LLC	VEHICLE MAINT	15.00
			TOTAL 5328	15.00
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	28.50
			TOTAL 5332	28.50
			PH ADMIN TOTAL	11,476.91
DISEASE PREVENTION	8/11/2023	EMPLOYEES	SALARY	11,815.60
			TOTAL 5001	11,815.60
	8/11/2023	EMPLOYEES	OVERTIME	710.05
			TOTAL 5004	710.05
	8/11/2023	EMPLOYEES	WORKERS COMP	112.73
			TOTAL 5102	112.73
	8/11/2023	EMPLOYEES	PERS	3,006.15
			TOTAL 5120	3,006.15
	8/11/2023	EMPLOYEES	MEDICARE	187.73
			TOTAL 5131	187.73
	8/31/2023	VERIZON	CELL PHONE SERVICE	89.45
			TOTAL 5330	89.45
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	66.30
			TOTAL 5332	66.30
			DISEASE PREVENTION TOTAL	15,988.01
CLINIC	8/11/2023	EMPLOYEES	SALARY	16,466.00
			TOTAL 5001	16,466.00
	8/11/2023	EMPLOYEES	OVERTIME	1,212.51
			TOTAL 5004	1,212.51
	8/11/2023	EMPLOYEES	WORKERS COMP	159.10
			TOTAL 5102	159.10
	8/11/2023	EMPLOYEES	PERS	4,242.83
			TOTAL 5120	4,242.83
	8/11/2023	EMPLOYEES	MEDICARE	271.87
			TOTAL 5131	271.87
	8/22/2023	MCKESSON MEDICAL SURGICAL	CLINIC SUPPLIES	41.71
	8/31/2023	AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	126.24
			TOTAL 5201	167.95
	8/22/2023	FFF ENTERPRISES	VACCINE	2,300.88
	8/31/2023	PFIZER INC	VACCINE	2,340.11
			TOTAL 5243	4,640.99
	8/24/2023	SPRING,CORI A	MILEAGE	17.03
			TOTAL 5309	17.03
	8/31/2023	AMERICAN MECHANICAL GROUP INC	EQUIPMENT REPAIR	313.75
			TOTAL 5328	313.75
	8/31/2023	VERIZON	CELL PHONE SERVICE	319.90
			TOTAL 5330	319.90
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	78.20
			TOTAL 5332	78.20
			CLINIC TOTAL	27,890.13
BCMH	8/11/2023	EMPLOYEES	SALARY	1,820.00
			TOTAL 5001	1,820.00
	8/11/2023	EMPLOYEES	WORKERS COMP	16.38
			TOTAL 5102	16.38
	8/11/2023	EMPLOYEES	PERS	436.80
			TOTAL 5120	436.80

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
	8/11/2023	EMPLOYEES	MEDICARE	26.36
			TOTAL 5131	26.36
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	10.50
			TOTAL 5332	10.50
			BCMH TOTAL	2,310.04
GET VACCINATED	8/25/2023	EMPLOYEES	SALARY	582.30
			TOTAL 5001	582.30
	8/25/2023	EMPLOYEES	WORKERS COMP	5.24
			TOTAL 5102	5.24
	8/25/2023	EMPLOYEES	PERS	139.76
			TOTAL 5120	139.76
	8/25/2023	EMPLOYEES	MEDICARE	8.88
			TOTAL 5131	8.88
	8/24/2023	FIRST COMMONWEALTH BANK	ADVERTISING	127.19
			TOTAL 5312	127.19
	8/25/2023	EMPLOYEES	CELL PHONE ALLOWANCE	2.80
			TOTAL 5332	2.80
			GET VACCINATED TOTAL	866.17
HEALTH LEVY	8/28/2023	DELAWARE COUNTY AUDITOR/TREASURER	2nd HALF REAL COLLECTIONS FEES	23,460.18
	8/28/2023	DELAWARE COUNTY AUDITOR/TREASURER	PY TIF RECOUP FEES	7,621.01
	8/29/2023	DELAWARE COUNTY AUDITOR/TREASURER	2nd HALF 23 MH AUD/TREAS FEE	172.67
			TOTAL 5375	31,253.86
			HEALTH LEVY TOTAL	31,253.86
CAMPGROUNDS	8/11/2023	EMPLOYEES	SALARY	316.50
			TOTAL 5001	316.50
	8/11/2023	EMPLOYEES	WORKERS COMP	2.85
			TOTAL 5102	2.85
	8/11/2023	EMPLOYEES	PERS	75.96
			TOTAL 5120	75.96
	8/11/2023	EMPLOYEES	MEDICARE	4.79
			TOTAL 5131	4.79
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	1.50
			TOTAL 5332	1.50
			CAMPGROUNDS TOTAL	401.60
FOOD	8/11/2023	EMPLOYEES	SALARY	21,250.00
			TOTAL 5001	21,250.00
	8/11/2023	EMPLOYEES	OVERTIME	11.70
			TOTAL 5004	11.70
	8/11/2023	EMPLOYEES	WORKERS COMP	191.35
			TOTAL 5102	191.35
	8/11/2023	EMPLOYEES	PERS	5,102.81
			TOTAL 5120	5,102.81
	8/11/2023	EMPLOYEES	MEDICARE	323.72
			TOTAL 5131	323.72
	8/15/2023	AMAZON CAPITAL SERVICES INC	PROGRAM SUPPLIES	206.28
			TOTAL 5215	206.28
	8/3/2023	CALYPSO CARS LLC	VEHICLE PARTS	83.95
			TOTAL 5228	83.95
	8/15/2023	MOORE,JOETTE M	OTHER PROFESSIONAL SERVICE	1,839.17
			TOTAL 5301	1,839.17
	8/21/2023	GOURMET FOOD ENTERPRISES	REFUND	108.00

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
			TOTAL 5319	108.00
	8/3/2023	CALYPSO CARS LLC	VEHICLE MAINT	15.00
			TOTAL 5328	15.00
	8/31/2023	VERIZON	CELL PHONE SERVICE	157.08
			TOTAL 5330	157.08
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	131.92
			TOTAL 5332	131.92
	8/15/2023	TREASURER,STATE OF OHIO	REMIT TO STATE	28.00
	8/15/2023	TREASURER,STATE OF OHIO	REMIT TO STATE	126.00
			TOTAL 5365	154.00
			FOOD TOTAL	29,574.98
WATER	8/11/2023	EMPLOYEES	SALARY	598.60
			TOTAL 5001	598.60
	8/11/2023	EMPLOYEES	WORKERS COMP	5.40
			TOTAL 5102	5.40
	8/11/2023	EMPLOYEES	PERS	143.66
			TOTAL 5120	143.66
	8/11/2023	EMPLOYEES	MEDICARE	8.94
			TOTAL 5131	8.94
	8/22/2023	MASI INC	LAB AND TESTING	35.05
	8/31/2023	MASI INC	LAB AND TESTING	43.45
			TOTAL 5301	78.50
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	3.00
			TOTAL 5332	3.00
			WATER TOTAL	838.10
SOLID WASTE	8/11/2023	EMPLOYEES	SALARY	2,101.60
			TOTAL 5001	2,101.60
	8/11/2023	EMPLOYEES	WORKERS COMP	18.92
			TOTAL 5102	18.92
	8/11/2023	EMPLOYEES	PERS	504.38
			TOTAL 5120	504.38
	8/11/2023	EMPLOYEES	MEDICARE	31.86
			TOTAL 5131	31.86
	8/31/2023	VERIZON	CELL PHONE SERVICE	22.44
			TOTAL 5330	22.44
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	11.61
			TOTAL 5332	11.61
			SOLID WASTE TOTAL	2,690.81
POOLS	8/11/2023	EMPLOYEES	SALARY	1,622.50
			TOTAL 5001	1,622.50
	8/11/2023	EMPLOYEES	WORKERS COMP	14.61
			TOTAL 5102	14.61
	8/11/2023	EMPLOYEES	PERS	389.40
			TOTAL 5120	389.40
	8/11/2023	EMPLOYEES	MEDICARE	24.53
			TOTAL 5131	24.53
	8/15/2023	TAYLOR TECHNOLOGIES INC	PROGRAM SUPPLIES	157.97
			TOTAL 5215	157.97
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	10.50
			TOTAL 5332	10.50
			POOLS TOTAL	2,219.51

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
WIC	8/11/2023	EMPLOYEES	SALARY	25,253.38
			TOTAL 5001	25,253.38
	8/11/2023	EMPLOYEES	OVERTIME	1,593.55
			TOTAL 5004	1,593.55
	8/11/2023	EMPLOYEES	WORKERS COMP	241.62
			TOTAL 5102	241.62
	8/11/2023	EMPLOYEES	PERS	6,443.28
			TOTAL 5120	6,443.28
	8/11/2023	EMPLOYEES	MEDICARE	410.19
			TOTAL 5131	410.19
	8/15/2023	GEIGER BROS	PROGRAM SUPPLIES	1,230.30
	8/22/2023	LEADING LADY INC	PROGRAM SUPPLIES	20.00
	8/22/2023	LEADING LADY INC	PROGRAM SUPPLIES	230.31
			TOTAL 5215	1,480.61
	8/24/2023	HUBBARD,AMANDA N	MILEAGE	73.71
	8/24/2023	RODE,SUSAN M	MILEAGE	19.72
	8/24/2023	SYAR,MANUELA A	MILEAGE	102.66
	8/24/2023	WOLCOTT,LINDA	MILEAGE	38.28
			TOTAL 5309	234.37
	8/15/2023	UNION COUNTY HEALTH DEPARTMENT	COPY EXPENSE	19.02
			TOTAL 5313	19.02
	8/15/2023	UNION COUNTY HEALTH DEPARTMENT	INTERNET	50.00
	8/24/2023	CHARTER COMMUNICATIONS HOLDINGS LLC	INTERNET	124.98
			TOTAL 5315	174.98
	8/31/2023	ONSOLVE INTERMEDIATE HOLDING COMPANY	DATA PROCESSING SERVICE	372.60
			TOTAL 5320	372.60
	8/31/2023	VERIZON	CELL PHONE SERVICE	118.32
	8/31/2023	VERIZON	CELL PHONE SERVICE	30.96
			TOTAL 5330	149.28
	8/15/2023	UNION COUNTY HEALTH DEPARTMENT	POSTAL SERVICE	188.46
			TOTAL 5331	188.46
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	30.00
			TOTAL 5332	30.00
	8/15/2023	MORROW COUNTY COMMISSIONERS	BUILDING RENT	650.00
	8/31/2023	ANDREWS HOUSE INC	BUILDING RENT	800.00
			TOTAL 5335	1,450.00
			WIC TOTAL	38,041.34
SAFE	8/24/2023	BAIN,JACQUELINE J	MILEAGE	191.00
			TOTAL 5309	191.00
			SAFE TOTAL	191.00
DGHD NEW OFFICE	8/31/2023	THOMPSONS BIKE & KEY SHOP	BUILDING	180.70
			TOTAL 5403	180.70
	8/15/2023	SOPHISTICATED SYSTEMS INC	BUILDING	170,000.00
	8/22/2023	MOODY-NOLAN INC	BUILDING	21,603.99
	8/31/2023	FASTSIGNS	BUILDING	2,003.73
			TOTAL 5410	193,607.72
			DGHD NEW OFFICE TOTAL	193,788.42
PHEP	8/11/2023	EMPLOYEES	SALARY	7,732.68
			TOTAL 5001	7,732.68
	8/11/2023	EMPLOYEES	WORKERS COMP	69.60
			TOTAL 5102	69.60
	8/11/2023	EMPLOYEES	PERS	1,855.84
			TOTAL 5120	1,855.84

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
	8/11/2023	EMPLOYEES	MEDICARE	115.59
			TOTAL 5131	115.59
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWNCE	53.70
			TOTAL 5332	53.70
	8/31/2023		REPAYMENT OF GF ADV	50,000.00
			TOTAL 8500	50,000.00
			PHEP TOTAL	59,827.41
DEBT SERVICE	8/31/2023	FIRST COMMONWEALTH BANK	INTEREST	12,028.58
			TOTAL 5710	12,028.58
	8/31/2023	FIRST COMMONWEALTH BANK	PRINCIPAL	8,307.67
			TOTAL 5715	8,307.67
			DEBT SERVICE TOTAL	20,336.25
WORKFORCE DEVELOPMENT	8/15/2023	AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	692.94
			TOTAL 5201	692.94
	8/16/2023	CLEMANS NELSON & ASSOC INC	REPOST TO 70225111-5301	(2,306.25)
			TOTAL 5301	(2,306.25)
	8/24/2023	FIRST COMMONWEALTH BANK	CONF REGISTRATION FEE	130.00
			TOTAL 5305	130.00
	8/24/2023	KUHLMAN,KELSEY	MEMBERSHIP	75.00
	8/31/2023	SAWYER,ALYSSA J	MEMBERSHIP	100.00
			TOTAL 5308	175.00
	8/31/2023		REPAYMENT OF GF ADV	150,000.00
			TOTAL 8501	150,000.00
			WORKFORCE DEVELOPMENT TOTAL	148,691.69
SEWAGE	8/11/2023	EMPLOYEES	SALARY	15,299.60
			TOTAL 5001	15,299.60
	8/11/2023	EMPLOYEES	WORKERS COMP	137.69
			TOTAL 5102	137.69
	8/11/2023	EMPLOYEES	PERS	3,671.88
			TOTAL 5120	3,671.88
	8/11/2023	EMPLOYEES	MEDICARE	232.22
			TOTAL 5131	232.22
	8/22/2023	MAKE PAPER DIGITAL LLC	OTHER PROFESSIONAL SERVICE	2,370.00
			TOTAL 5301	2,370.00
	8/31/2023	VERIZON	CELL PHONE SERVICE	134.64
			TOTAL 5330	134.64
	8/11/2023	EMPLOYEES	CELL PHONE ALLOWANCE	94.77
			TOTAL 5332	94.77
			SEWAGE TOTAL	21,940.80
MOSQUITO CONTROL	8/25/2023	EMPLOYEES	SALARY	3,972.00
			TOTAL 5001	3,972.00
	8/11/2023	EMPLOYEES	OVERTIME	80.68
			TOTAL 5004	80.68
	8/11/2023	EMPLOYEES	WORKERS COMP	36.48
			TOTAL 5102	36.48
	8/11/2023	EMPLOYEES	PERS	972.65
			TOTAL 5120	972.65
	8/11/2023	EMPLOYEES	MEDICARE	64.64
			TOTAL 5131	64.64
			MOSQUITO CONTROL TOTAL	5,126.45

Delaware Public Health District				
List of Bills 08/01/2023 through 08/31/2023				
	DATE	PAYEE	PURPOSE	AMOUNT
			GRAND TOTAL	1,343,120.24
		DATE: _____	APPROVED BY: _____	

FINANCIAL REPORT for AUGUST 2023

Fund Balance

Overall, DPHD had a good month for August 2023. We received our 2nd half tax settlement and the 2nd part of the local subdivision payment. We ended the month at nearly \$9.8 million in the Public Health Fund, an increase of about \$1.6 million from the previous month. This works out to 512 days of cash. The other funds ended at a little over \$2.2 million, a decrease of about \$60k from the previous month. This works out to 154 days of cash, but keep in mind most of the expense was for the new building in 2023. As of August 31, 2023, all current cash assets total over \$12 million. Compared to last year, we are up over \$1.1 million in the Public Health Fund and up almost \$800k in the other funds.

Revenues

We are at 103% of the 2023 budget amount in the Public Health Fund and only about 50% of the budget amount in the other funds. We should be at 67%. Compared to last year, we are up for the month and up for the year in the Public Health Fund and the other funds.

Expenditures

Expenditures are steady overall, only spending 55% of budgeted funds to date. We are also spending less than last August in the Public Health Fund. However, we've spent about \$300k more this YTD than in 2022. In the other funds, we have spent 54% of budgeted funds and less in August 2023 than last year by about \$310k. Overall, we've spent about \$700k more YTD, which is directly attributable to the new building completion.

Liabilities

As of 8/31/23, we've paid about \$80k in interest for the new building mortgage and repaid almost \$17k in principal. Our current mortgage balance with First Commonwealth Bank is \$3,983,022.75.

Performance

Since our other funds are primarily grant funds and special revenue funds for ORC required programs, the more that is spent in those funds reduces the burden of the Public Health Fund to support those programs. In August 2020, the other funds only paid for 22% of the YTD expenditures. That percentage was 39% in August 2021, and 40% in August 2022. Now it's 43%.

Thank you,

Matt Clark, Fiscal Officer

August 2023

		Public Health/General Operating Funds						
		7/31/2023 - Cash Balance	\$ 8,161,361		\$ 1,461,679	Encumbrances		
Revenues								
	Fund Number	2023 Budgeted Revenue	2023 August Revenue	2022 August Revenue	2023 Year-To-Date Revenue	2022 Year-To-Date Revenue	% Received YTD 67%	
Administration	70225111	\$ 2,896,135	\$ 2,593	\$ 1,891,548	\$ 2,640,003	\$ 4,790,302	91%	
Vital Statistics	70225112	\$ 251,409	\$ 16,576	\$ 18,489	\$ 141,817	\$ 143,919	56%	
DPHD HQ	70225113					\$ 22,964		
Data & Communication	70225114				\$ 32,728	\$ 127		
Building	70225115	\$ 284,229		\$ 129,284	\$ 1,423,294	\$ 306,744	501%	
Sunbury Satellite	70225116							
OEPA Litter	70225221	\$ 2,441		\$ 992		\$ 992	0%	
CH Administration	70225222	\$ 32,050	\$ 24,764	\$ 10,000	\$ 69,900	\$ 75,029	218%	
Communication	70225225							
MRC Program 2022	70225226					\$ 10,000		
RISE Grant	70225227		\$ 16,250		\$ 16,250			
PH Emergency Planning	70225228	\$ 62,381			\$ 69,381	\$ 131,314	111%	
HEAL Grant	70225231	\$ 22,000	\$ 10,000		\$ 33,600		153%	
Cribs for Kids	70225232				\$ 14,850			
EH Administration	70225441	\$ 940	\$ 125	\$ 13	\$ 554	\$ 587	59%	
ER Response & Waste Management	70225442							
Sewage	70225443	\$ 45,500		\$ 38,558	\$ 37,403	\$ 226,787	82%	
Vector	70225444					\$ 12,690		
Residential Services	70225445							
Plumbing	70225446	\$ 1,285,754	\$ 94,414	\$ 113,360	\$ 804,543	\$ 992,075	63%	
Food Protection & Public Safety	70225447	\$ 7,110	\$ 50		\$ 2,175	\$ 2,188	31%	
Fleet	70225448							
Other EH Fee Based Programs	70225449							
PH Administration	70225551				\$ 500	\$ 4,282		
Public Health Disease Prevention	70225554	\$ 7,000			\$ 8,509	\$ 7,000	122%	
Community Health & Clinic Services	70225555	\$ 326,314	\$ 5,717	\$ 28,507	\$ 164,770	\$ 223,115	50%	
BCMH	70225556	\$ 13,781		\$ 2,370	\$ 3,380	\$ 8,230	25%	
Get Vaccinated	70225558	\$ 7,248	\$ 5,923		\$ 23,552	\$ 8,037	325%	
PH Naloxone	70225559	\$ 7,150			\$ 7,450		104%	
Insurance Benefit Pool	70225771	\$ 155,960	\$ 17,680		\$ 17,680		11%	
Health Levy	70225772	\$ 1,948,048	\$ 2,049,335		\$ 2,049,335		105%	
No longer receiving these grants	Total	\$ 7,355,451	\$ 2,243,427	\$ 2,233,122	\$ 7,561,674	\$ 6,966,381	103%	
Other Financing Sources (Advances/Transfers)								
	70225111	-	200,000	-	349,130		Advance	
		-	200,000	-	349,130	-		

Expenditures										
	Fund Number	2022 Carryover	2023 Budgeted Expenditures	2023 August Expenditures	2022 August Expenditures	2023 Year-To-Date Expenditures	2022 Year-To-Date Expenditure	% Expended YTD 67%	+/-	
Administration	70225111	\$ 560	\$ 1,997,080	\$ 170,015	\$ 97,518	\$ 1,682,529	\$ 1,239,880	84%	957,473.85	
Vital Statistics	70225112	\$ 22,097	\$ 247,630	\$ 4,997	\$ 7,363	\$ 120,967	\$ 148,834	45%	20,849.75	
DPHD HQ	70225113		\$ 132,408	\$ 21,173	\$ 9,942	\$ 135,059	\$ 92,136	102%	-135,058.97	
Data & Communication	70225114	\$ 1,329	\$ 596,830	\$ 27,860	\$ 35,179	\$ 235,205	\$ 308,253	39%	-202,477.39	
Building	70225115	\$ 1,656	\$ 445,268	\$ (5,552)	\$ 7,817	\$ 196,085	\$ 87,665	44%	1,227,209.87	
Sunbury Satellite	70225116		\$ 132,563	\$ 8,276	\$ 13,318	\$ 73,455	\$ 85,909	55%	-73,455.34	
OEPA Litter	70225221		\$ 2,271		\$ 533	\$ 345	\$ 884	15%	-345.00	
CH Administration	70225222	\$ 2,329	\$ 892,295	\$ 84,875	\$ 55,389	\$ 609,911	\$ 479,686	68%	-540,011.75	
Communication	70225225		\$ 258,356	\$ 11,279	\$ 12,104	\$ 119,970	\$ 125,581	46%	-119,969.97	
MRC Program 2022	70225226	\$ 217	\$ 2,925	\$ 4,520	\$ 2,239	\$ 4,785	\$ 2,239	152%	-4,784.92	
Rise Grant	70225227	\$ 2,293	\$ 25,000	\$ 1,664		\$ 14,339		53%	1,910.94	
PH Emergency Planning	70225228	\$ 3,193	\$ 56,687	\$ 300	\$ 14,784	\$ 96,903	\$ 81,139	162%	-27,521.72	
Heal Grant	70225231		\$ 40,727	\$ 1,277	\$ 987	\$ 27,458	\$ 987	67%	6,142.21	
Cribs for Kids	70225232		\$ 16,450	\$ 2,217		\$ 2,988		18%	11,861.70	
EH Administration	70225441		\$ 166,954	\$ 17,673	\$ 99,522	\$ 166,691	\$ 175,268	100%	-166,136.95	
ER Response & Waste Management	70225442		\$ 18,923		\$ 3,337		\$ 17,399	0%	0.00	
Sewage	70225443		\$ 61,000	\$ 115	\$ 35,067	\$ 34,917	\$ 181,179	57%	2,486.22	
Vector	70225444		\$ 67,823	\$ 19,455	\$ 4,490	\$ 80,167	\$ 58,243	118%	-80,167.10	
Residential Services	70225445		\$ 93,966	\$ 2,658	\$ 4,551	\$ 27,769	\$ 50,108	30%	-27,769.00	
Plumbing	70225446	\$ 7,694	\$ 726,100	\$ 41,269	\$ 53,472	\$ 349,244	\$ 377,946	48%	455,299.46	
Food Protection & Public Safety	70225447		\$ 320,570	\$ 5,595	\$ 6,067	\$ 51,851	\$ 103,274	16%	-49,676.49	
Fleet	70225448		\$ 150,000					0%	0.00	
Other EH Fee Based Programs	70225449		\$ 73,268					0%	0.00	
PH Administration	70225551	\$ 41	\$ 243,202	\$ 11,477	\$ 19,959	\$ 129,518	\$ 87,607	53%	-129,017.86	
Public Health Disease Prevention	70225554		\$ 258,256	\$ 15,988	\$ 15,329	\$ 124,963	\$ 136,834	48%	-116,454.03	
Community Health & Clinic Services	70225555	\$ 320	\$ 855,270	\$ 27,890	\$ 60,743	\$ 290,533	\$ 384,932	34%	-125,763.19	
BCMH	70225556		\$ 43,636	\$ 2,310	\$ 5,479	\$ 28,487	\$ 33,800	65%	-25,107.03	
Get Vaccinated	70225558		\$ 85,737	\$ 866	\$ 6,342	\$ 32,753	\$ 46,407	38%	-9,200.77	
PH Naloxone	70225559		\$ 6,606				\$ 813	0%	7,450.00	
Insurance Benefit Pool	70225771		\$ 508,602					0%	17,680.26	
Health Levy	70225772		\$ -	\$ 31,254		\$ 31,254			2,018,080.67	
No longer receiving these grants	Total	41,729	8,526,403	509,452	571,528	4,668,146	4,307,002	55%		
Other Financing Uses (Advances/Transfers)										
	70225111			310,000	-	469,130	100,000	Advance		
	70225115		-	-	-			Transfer		
	70551505		-	-		-		Advance		
	71651530		-	-		-		Advance		
	71851528		-	-	-	-		Transfer		
	75451402		-	-		-		Transfer		
	75551403		-	-	-	-		Advance		
			-	310,000	-	469,130	100,000			
Public Health Fund Cash Balance 8/31/2023										6,967,382.19
			\$ 9,785,336	\$ 1,623,975.36	\$ 1,373,243	Encumbrances			512.62	
change from prev month										

August 2023

Special Revenue, Capital Project Funds & Debt Service									
7/31/2023		Cash Balance	\$ 2,272,766			\$ 498,109		Encumbrances	
Revenues									
		7/31/2023	2023 Budgeted	2023 August	2022 August	2023	2022		
Fund Number	Beg Bal	Revenue	Revenue	Revenue	Revenue	Year-To-Date	Year-To-Date	% Received	
						Revenue	Revenue	YTD 67%	
70351503	\$ 9,088	\$ 7,287		\$ 1,499	\$ 7,347	\$ 9,677	101%		
70451504	\$ 359,221	\$ 499,375	\$ 4,259	\$ 4,297	\$ 357,572	\$ 410,937	72%		
70651506	\$ 19,329	\$ 16,930	\$ 1,474	\$ 1,150	\$ 9,104	\$ 7,986	54%		
70751507	\$ 52,285	\$ 50,616			\$ 33,717	\$ 34,939	67%		
70851508	\$ 156,614	\$ 67,545		\$ 1,140	\$ 67,545	\$ 68,705	100%		
70951509	\$ 108,784	\$ 576,366			\$ 294,418	\$ 365,188	51%		
70951539	\$ -	\$ 633,222							
71251520	\$ -	\$ 5,000							
71351515	\$ 11,457	\$ 35,000	\$ 8,391	\$ 3,379	\$ 22,100	\$ 32,635	63%		
71351521	\$ -	\$ 110,000					0%		
71451401	\$ 966,797	\$ 1,664,314			\$ 1,543,396	\$ 5,666	93%		
71651530	\$ 48,790	\$ 574,425	\$ 44,196		\$ 120,545	\$ 282,000	21%		
71751519	\$ 42,630	\$ 186,749	\$ 102,267		\$ 102,267		55%		
75451402	\$ 162,062	\$ 250,000			\$ 125,000		50%		
75551403	\$ 162,443	\$ 540,000			\$ 156,525	\$ 98,875	29%		
75551408	\$ -	\$ 550,000							
75651404	\$ 231	\$ 43,900			\$ 43,900	\$ 64,334	100%		
75851405	\$ 28,709	\$ 359,123	\$ 19,606		\$ 127,163		35%		
75951407	\$ 16,965	\$ 24,130			\$ 24,130		100%		
76851409	\$ 127,362	\$ 127,362			\$ 127,362		100%		
Total	\$ 2,272,766	\$ 6,321,344	\$ 180,193	\$ 11,466	\$ 3,162,089	\$ 1,380,942	50%		

Other Financing Sources (Advances/Transfers)									
75551408	-	200,000	-	200,000					Advance
75651404	-	-	-				100,000		Advance
71351521		110,000				110,000			
71351515						10,000			Advance
71651530	-	-				25,000			Advance
71751519	-				-	50,000			Advance
75951407						24,130			Transfer
75851405	-					50,000			Advance
	-	310,000	-	469,130		100,000			

Expenditures									
Fund Number		2022 Carryover	2023 Budgeted Expenditures	2023 August Expenditures	2022 August Expenditures	2023 Year-To-Date Expenditures	2022 Year-To-Date Expenditures	% Expended YTD 67%	8/31/2023 End Bal
Campground Program	70351503		\$ 8,724	\$ 402	\$ 2,145	\$ 7,552	\$ 7,564	87%	\$ 8,687
Food Service	70451504	\$ 3,951	\$ 513,222	\$ 29,575	\$ 42,745	\$ 285,420	\$ 301,949	55%	\$ 333,905
Water System	70651506		\$ 17,026	\$ 838	\$ 2,105	\$ 8,505	\$ 9,430	50%	\$ 19,965
Solid Waste	70751507		\$ 56,769	\$ 2,691	\$ 5,723	\$ 23,837	\$ 34,919	42%	\$ 49,594
Swimming Pool	70851508		\$ 67,450	\$ 2,220	\$ 7,315	\$ 33,558	\$ 41,679	50%	\$ 154,394
Women Infants & Children	70951509	\$ 91	\$ 576,366	\$ 38,041	\$ 51,372	\$ 314,775	\$ 334,019	55%	\$ 70,742
Even Year WIC Administration	70951539		\$ 633,222						\$ -
Wellness Program	71251520		\$ -						\$ -
SAFE	71351515		\$ 40,242	\$ 191	\$ 7,363	\$ 20,904	\$ 33,462	52%	\$ 19,658
Injury Prevention Grant	71351521		\$ 110,000						\$ 110,000
DGHD New Office	71451401	\$ 704,400	\$ 2,643,184	\$ 193,788	\$ 481,770	\$ 2,455,008	\$ 1,723,267	73%	\$ 773,009
2022 Enhanced Operations Grant	71651530	\$ 664	\$ 225,000			\$ 41,210	\$ 171,798	18%	\$ 92,986
PHEP	71751519		\$ 181,749	\$ 9,827		\$ 17,198		9%	\$ 85,070
New Facility Debt Service Fund	75451402		\$ 250,000	\$ 20,336		\$ 97,411		39%	\$ 141,726
Workforce Development Grant	75551403		\$ 150,000	\$ (1,308)	\$ 17,129	\$ 84,466	\$ 92,041	56%	\$ 13,751
Public Health Workforce	75551408		\$ 550,000			\$ -	\$ -		\$ 200,000
Covid 19 Vaccination	75651404				\$ 18,807		\$ 96,328		\$ 231
Sewage Program	75851405		\$ 356,837	\$ 21,941		\$ 150,789		42%	\$ 26,374
Mosquito Grant	75951407		\$ 24,121	\$ 5,126		\$ 12,291		51%	\$ 11,839
Health Severance Reserve	76851409		\$ 127,361					0%	\$ 127,362
Total		\$709,106	\$6,531,273	\$323,668	\$636,475	\$3,552,923	\$2,846,456	54%	\$2,239,291
Reimburseable Grants									
No longer receiving these grants									

Other Financing Uses (Advances/Transfers)				
75951407	-	-	24,130	
75551403		150,000	150,000	
71751519		50,000	50,000	
75651404	-	-	100,000	100,000
71651530	-	-	25,000	
	-	200,000	349,130	100,000

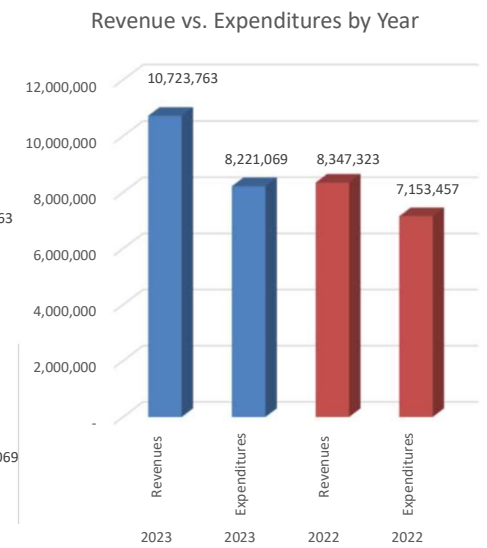
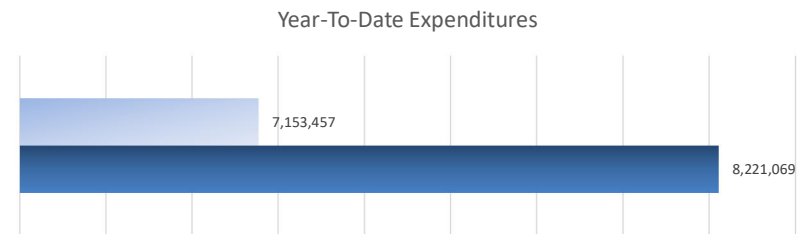
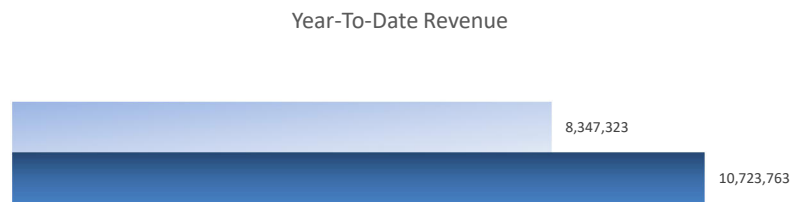
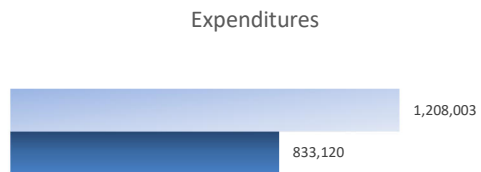
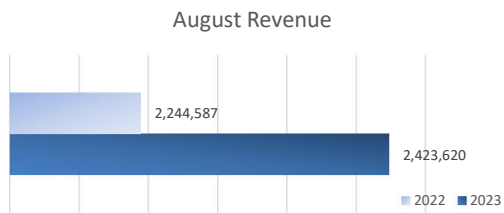
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154.13

Total 2023 Year-To-Date Revenues	10,723,763	8,347,323	Total 2022 Year-To-Date Revenues
Total 2023 Year-To-Date Expenditures	8,221,069	7,153,457	Total 2022 Year-To-Date Expenditures

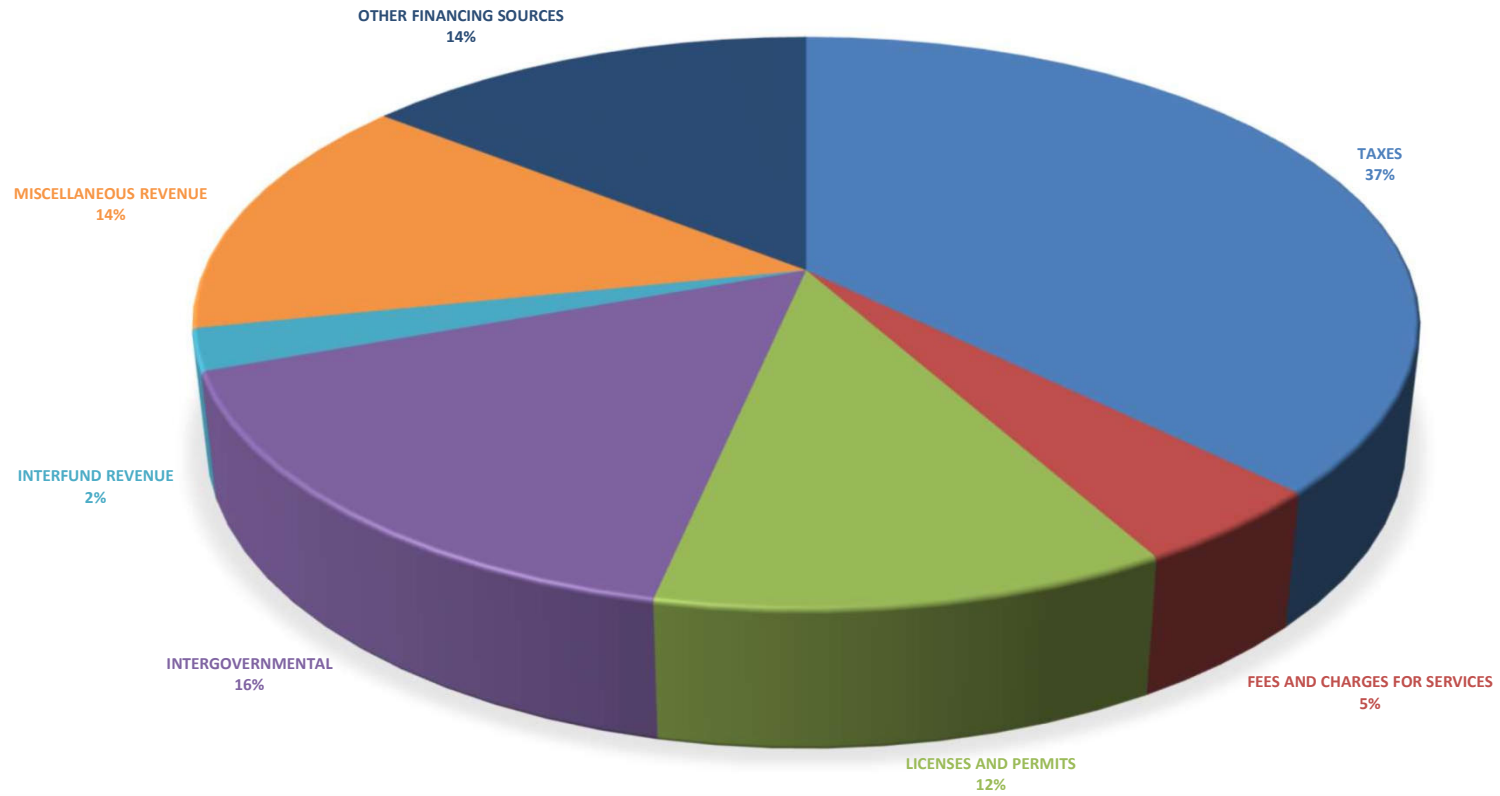
8/31/2023-Special Revenue, Capital Project

and Debt Service Funds Cash Balance		Encumbrances	
	\$2,239,291	\$	467,673
Total Cash Balance	\$12,024,627	\$	1,840,916

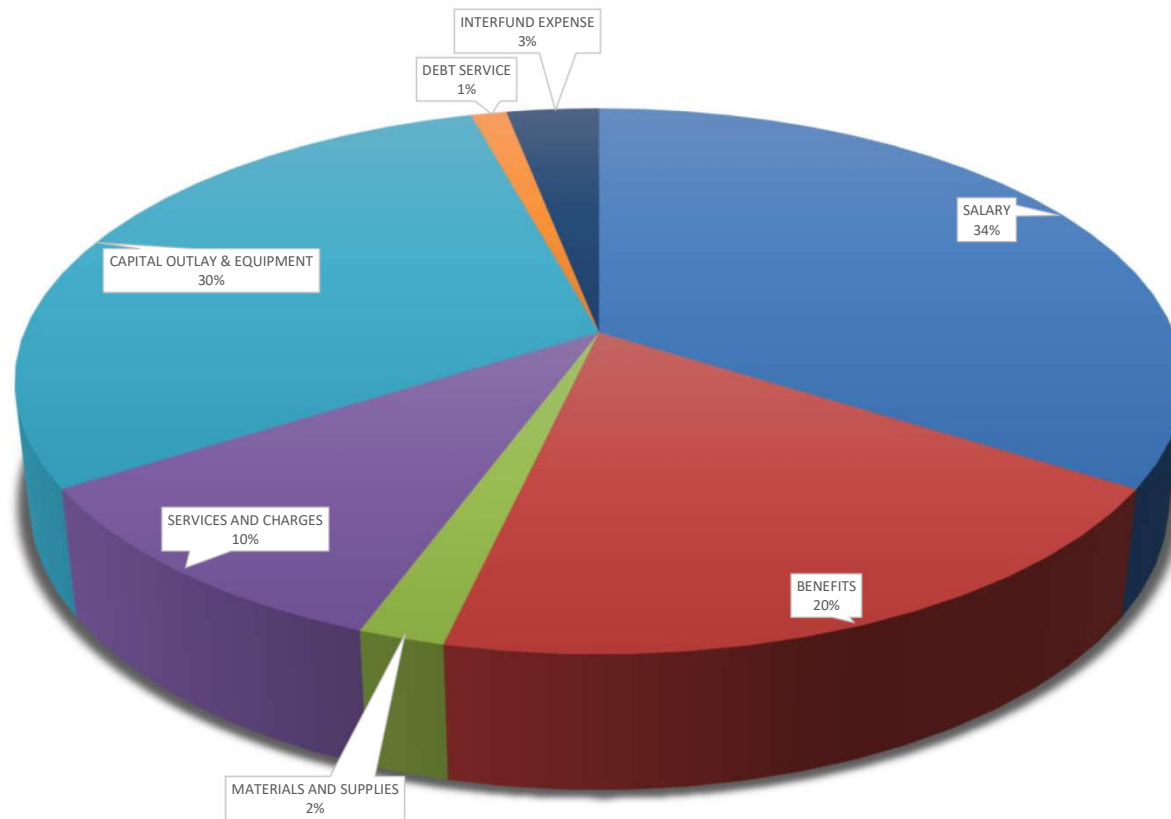
Overall:
Revenues:
Revenues are 128% of 2022 level
Expenditures:
Expenses are 115% of 2022 level

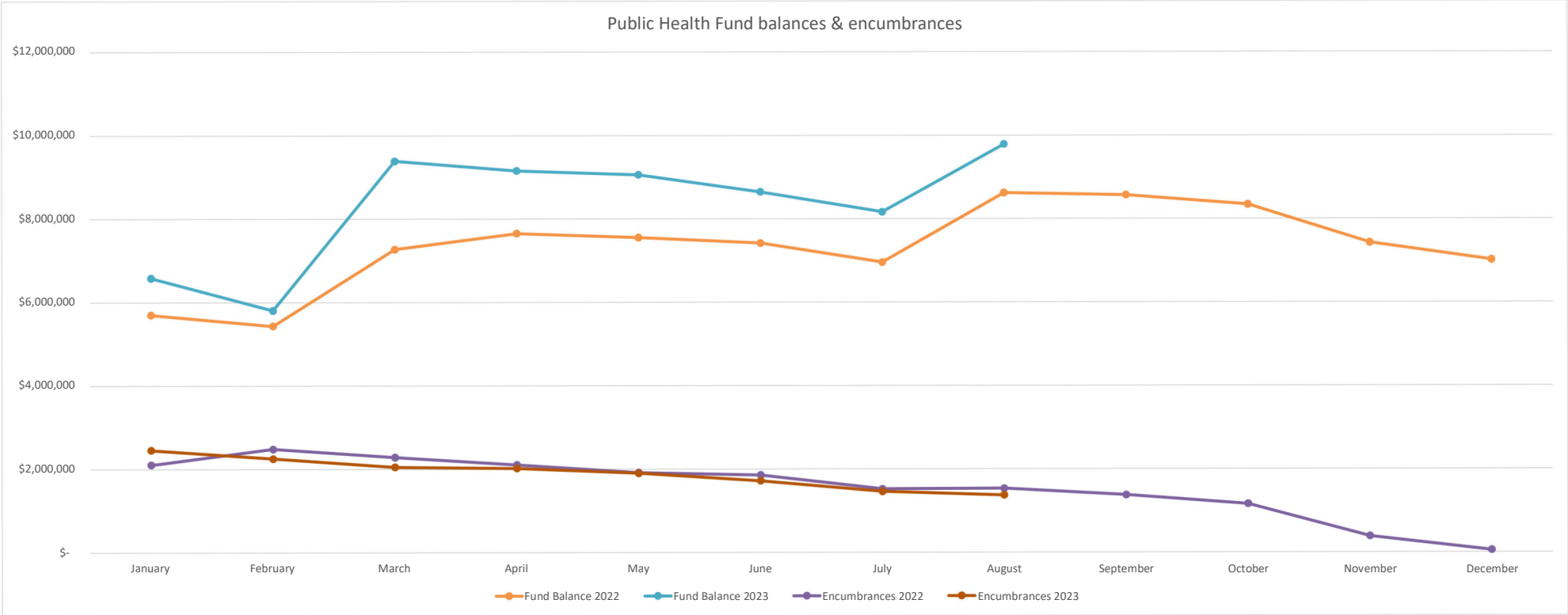


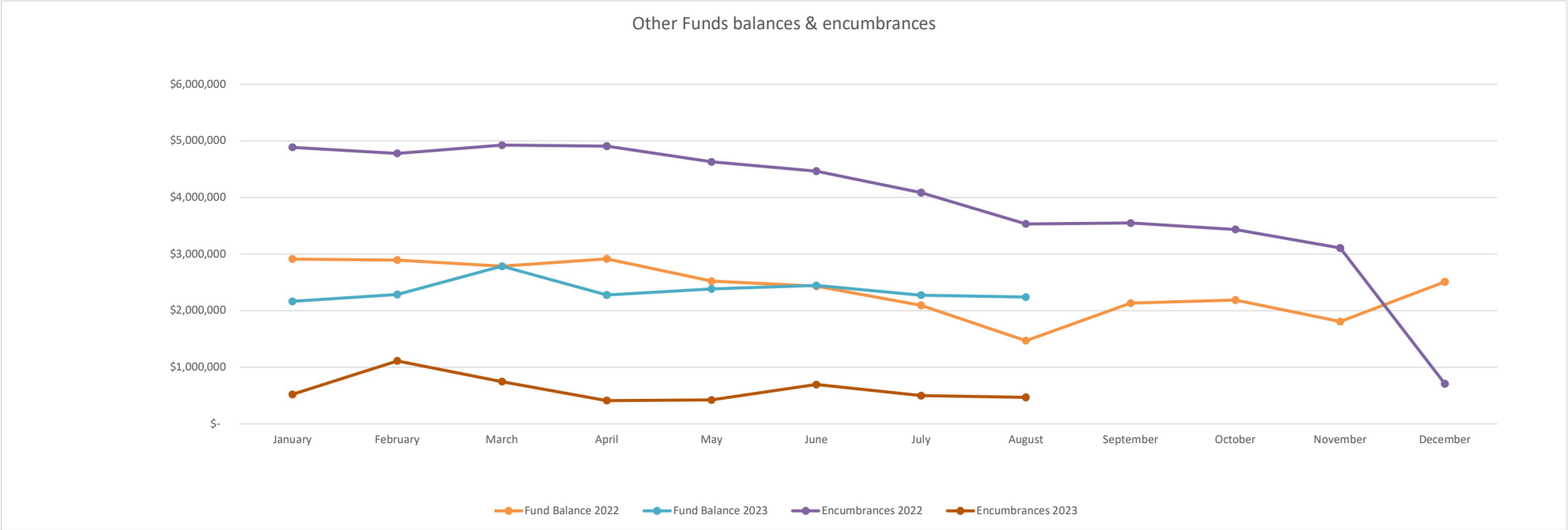
REVENUE THROUGH AUGUST



EXPENDITURES THROUGH AUGUST







Delaware Public Health District

Delaware County, Ohio

Schedule of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Years Ended December 31, 2020, 2021 and 2022 Actual;
Forecasted Fiscal Years Ending December 31, 2023 Through 2027

		Actual					Forecasted					
		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Average Change	Revised Budget 2023	FO Forecast 2023	Passed 2024	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	
Revenues												
410	Taxes	\$3,699,495	\$3,784,763	3,912,777	2.8%	\$ 4,058,434	\$ 4,034,720	\$ 4,102,781	\$ 4,217,659			
420	Fees and Charges For Service	\$ 742,437	\$ 1,267,745	\$ 954,990	5.0%	\$ 978,447	\$ 722,171	\$ 1,025,600	\$ 1,076,880	\$ 1,130,724	\$ 1,187,260	
430	Licenses and Permits	\$ 1,675,596	\$ 1,826,881	\$ 1,920,100	7.1%	\$ 1,902,048	\$ 1,844,971	\$ 2,126,087	\$ 2,277,039	\$ 2,438,709	\$ 2,611,857	
440	Fines & Penalties	\$ -	\$ 88	\$ -		\$ -	\$ -					
450	Intergovernmental	\$ 2,807,028	\$ 2,879,224	\$ 2,672,780	-2.3%	\$ 3,880,284	\$ 2,589,335	\$ 2,691,207	\$ 2,629,309	\$ 2,568,835	\$ 2,509,752	
460	Interfund	\$ 772,955	\$ 5,372	\$ 125,000		\$ 426,890	\$ 376,659	\$ 1,513,526	\$ 838,091	\$ 838,091	\$ 838,091	
470	Miscellaneous	\$ 420,619	\$ 285,309	\$ 365,506	2.0%	\$ 1,697,482	\$ 1,697,482	\$ 364,625	\$ 371,918	\$ 379,356	\$ 386,943	
Total Revenues		\$ 10,118,130	\$ 10,049,381	\$ 9,951,153		\$ 12,943,585	\$ 11,265,338	\$ 11,823,826	\$ 11,410,896	\$ 7,355,715	\$ 7,533,903	
Other Financing Sources												
480	Other Financing Sources		772	2,456,604		\$ 1,543,396	\$ 1,543,396					
840	Advances-In (not used, always inverse with 850)					\$ -	\$ -					
Total Other Financing Sources			772	2,456,604		\$ 1,543,396	\$ 1,543,396	\$ -	\$ -	\$ -	\$ -	
Total Revenues and Other Financing Sources		10,118,130	10,050,154	12,407,758		\$ 14,486,980	\$ 12,808,734	\$ 11,823,826	\$ 11,410,896	\$ 7,355,715	\$ 7,533,903	
Expenditures												
500	Salary	4,364,593	4,331,643	4,367,903	2.0%	\$ 5,220,089	\$ 4,209,120	\$ 4,384,429	\$ 4,472,118	\$ 4,561,560	\$ 4,652,791	
510	Benefits	2,203,533	2,248,043	2,282,245	5.2%	\$ 2,835,320	\$ 2,420,995	\$ 2,077,501	\$ 2,185,531	\$ 2,299,179	\$ 2,418,736	
520	Supplies & Materials	349,284	329,732	877,388	2.0%	\$ 780,823	\$ 251,835	\$ 386,215	\$ 393,939	\$ 401,818	\$ 409,854	
530	Services & Charges	1,274,405	1,346,260	1,244,470	-3.0%	\$ 2,202,218	\$ 1,283,712	\$ 1,356,875	\$ 1,316,169	\$ 1,276,684	\$ 1,238,383	
540	Capital Outlay	237,689	3,336,767	2,871,641		\$ 2,799,584	\$ 2,799,584	\$ 1,739,130	\$ 500,000			
560	Grants-in-Aid					\$ -	\$ -					
Debt Service:								\$ -	\$ -	\$ -	\$ -	
570	Debt Service	180,000	65,210	10,464		\$ 250,000	\$ 145,389	\$ 212,858	\$ 246,780	\$ 246,780	\$ 246,780	
Total Expenditures		8,609,503	11,657,654	11,654,110		\$ 14,088,034	\$ 11,110,635	\$ 10,157,008	\$ 9,114,537	\$ 8,786,020	\$ 8,966,545	
Other Financing Uses												
580	Transfers	772,955	5,372	125,000	3.0%	\$ 514,795	\$ 376,659	\$ 819,631	\$ 844,220	\$ 869,547	\$ 895,633	
850	Advances-Out (not used, always inverse with 840)	25,616	52,227			\$ -	\$ -					
Total Other Financing Uses		798,571	57,598	125,000		\$ 514,795	\$ 376,659	\$ 819,631	\$ 844,220	\$ 869,547	\$ 895,633	
Total Expenditures and Other Financing Uses		9,408,074	11,715,253	11,779,110		\$ 14,602,829	\$ 11,487,294	\$ 10,976,639	\$ 9,958,757	\$ 9,655,567	\$ 9,862,178	
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses		710,055	1,665,099-	628,647		\$ (115,849)	\$ 1,321,439	\$ 847,187	\$ 1,452,139	\$ (2,299,852)	\$ (2,328,274)	
Cash Balance January 1 - Excluding Proposed Renewal/Replacement and New Levies		9,848,329	10,558,384	8,893,285		\$ 9,521,933	\$ 9,521,933	\$ 10,843,372	\$ 11,690,559	\$ 13,142,699	\$ 10,842,847	
Cash Balance December 31		10,558,384	8,893,285	9,521,933		\$ 9,406,084	\$ 10,843,372	\$ 11,690,559	\$ 13,142,699	\$ 10,842,847	\$ 8,514,572	
Estimated Encumbrances December 31		35,737	109,333	763,635			\$ 37,288	\$ 70,079	\$ 28,513	\$ 87,492	\$ 145,000	
Reservation of Fund Balance						\$ -	\$ -					
702	Public Health Fund	4,546,615	6,035,535	6,957,862	12.0%	\$ 7,562,449	\$ 8,962,449	\$ 9,869,943	\$ 11,054,336	\$ 8,754,484	\$ 6,426,210	
703	Campground Program	6,895	8,107	8,892	3.0%	\$ 8,677	\$ 8,677	\$ 8,937	\$ 9,205	\$ 9,481	\$ 9,765	
704	Food Service	249,630	302,276	257,802	5.0%	\$ 289,107	\$ 289,107	\$ 303,563	\$ 318,741	\$ 334,678	\$ 351,412	
705	COVID Response											
706	Water System	17,626	21,294	19,366	3.0%	\$ 16,114	\$ 16,114	\$ 16,597	\$ 17,095	\$ 17,608	\$ 18,136	
707	Solid Waste	43,909	32,152	39,714	3.0%	\$ 47,155	\$ 47,155	\$ 48,569	\$ 50,026	\$ 51,527	\$ 53,073	
708	Swimming Pool	68,060	117,704	120,408	3.0%	\$ 150,165	\$ 150,165	\$ 154,670	\$ 159,310	\$ 164,089	\$ 169,012	
709	WIC	90,888	93,692	90,426	3.0%	\$ 129,835	\$ 129,835	\$ 133,730	\$ 137,742	\$ 141,874	\$ 146,130	
710	Child & Family Health	24,535										
711	Creating Healthy Communities											
712	Injury Prevention	27,692				\$ 6	\$ 6	\$ 2,500	\$ 5,000	\$ 7,500	\$ 10,000	
713	SAFE	40,074	25,833	8,461	2.0%	\$ 119,397	\$ 119,397	\$ 121,785	\$ 124,220	\$ 126,705	\$ 129,239	
714	DGHD New Office Capital Fund	5,308,868	1,961,191	980,221		\$ 505,206	\$ 505,206					
715	Immunization Action Plan											
716	Enhanced Operations Grant		71,521	12,987	2.0%	\$ -	\$ -		\$ -	\$ -	\$ -	
717	Bio Terrorism											
718	Contract Tracing	97,856										
754	New Facility Debt Service			114,136		\$ 282,133	\$ 282,133	\$ 256,263	\$ 326,106	\$ 326,106	\$ 326,106	
755	Workforce Development		114,647	91,692	5.0%	\$ 157,133	\$ 157,133	\$ 164,990	\$ 173,239	\$ 181,901	\$ 190,996	
756	COVID-19			56,331		\$ -	\$ -					
758	Sewage Program				2.0%	\$ 11,345	\$ 11,345	\$ 11,572	\$ 11,804	\$ 12,040	\$ 12,281	
759	Mosquito Grant					\$ -	\$ -					
768	Health Severance Reserve					\$ 127,362	\$ 127,362	\$ 127,362	\$ 127,362	\$ 127,362	\$ 127,362	
TBD	Permanent Improvement							\$ 400,000	\$ 600,000	\$ 500,000	\$ 400,000	
Subtotal		10,522,648	8,783,952	8,758,298		\$ 9,406,084	\$ 10,806,084	\$ 11,620,480	\$ 13,114,186	\$ 10,755,355	\$ 8,369,722	
10	Fund Balance December 31 for Certification of	10,522,647	8,783,953	8,758,298		9,406,084	10,806,084	11,620,480	13,114,186	10,755,355	8,369,572	
Revenue from Replacement/Renewal Levies												
11	Income Tax - Renewal											
11	Property Tax - Renewal or Replacement											
11	Cumulative Balance of Replacement/Renewal Levies					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
12	Fund Balance December 31 for Certification of Contracts, Salary Schedules and Other Obligations	10,522,647	8,783,953	8,758,298		\$ 9,406,084	\$ 10,806,084	\$ 11,620,480	\$ 13,114,186	\$ 10,755,355	\$ 8,369,572	
Revenue from New Levies												
13	Income Tax - New											
13	Property Tax - New											
13	Cumulative Balance of New Levies					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
14	Revenue from Future State Advancements											
15	Unreserved Fund Balance December 31	10,522,647	8,783,953	8,758,298		\$ 9,406,084	\$ 10,806,084	\$ 11,620,480	\$ 13,114,186	\$ 10,755,355	\$ 8,369,572	

See accompanying summary of significant forecast assumptions and accounting policies
Includes: All Delaware Public Health District Agency Funds (except Litter Fund)

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGETProgram AdministrationFund 70225111**AMENDED APPROPRIATION REQUEST**

ACCOUNT	CURRENT		AMENDED	
	2023		2023	
SALARIES		649,163.83		849,163.83
5001 - SALARIES	647,587.26		199,576.57	847,163.83
5004 - OVERTIME	1,576.57		423.43	2,000.00
BENEFITS		883,846.23		995,428.82
5101 - HEALTH INSURANCE	676,027.60		-	676,027.60
5102 - WORKERS COMP	6,491.64		1,999.90	8,491.54
5103 - DENTAL/OTHER INS + LTD	28,069.30		58,226.73	86,296.03
5104 - LIFE INSURANCE	7,945.27		54.73	8,000.00
5120 - AGENCY SHARE/OPERS	155,420.94		48,378.38	203,799.32
5121 - SOCIAL SECURITY	501.46		-	501.46
5131 - AGENCY SHARE/MCARE	9,390.02		2,922.86	12,312.88
MATERIALS & SUPPLIES		7,419.18		110,447.09
5201 - GENERAL SUPPLIES	637.93		103,027.91	103,665.84
5217 - BOOK & PERIODICALS	52.17		-	52.17
5224 - UNIFORMS & CLOTHING	6,490.00		-	6,490.00
5294 - FOOD SUPPLIES	239.08		-	239.08
SERVICES & CHARGES		265,156.35		365,156.35
5301 - CONTRACTED PROF SERVICE	60,000.00		100,000.00	160,000.00
5305 - TRAINING & STAFF DEVELOP	5,000.00		-	5,000.00
5308 - MEMBERSHIP, SUBSCRIPTION, DUES	4,864.03		-	4,864.03
5309 - TRAVEL - MILEAGE REIM ONLY	400.00		-	400.00
5312 - ADVERT&LEGAL NOTICE	3,000.00		-	3,000.00
5313 - PRINTED&RELATED SERVICES	1,500.00		-	1,500.00
5316 - APPLICATION & LICENSE FEES	13,200.00		-	13,200.00
5317 - PUBLIC RELATIONS & PROMOTION	800.00		-	800.00
5319 - REIMBURSEMENT/REFUNDS	300.00		-	300.00
5320 - SOFTWARE & COMPUTER SERVICES	42,000.00		-	42,000.00
5331 - POSTAL & FREIGHT SERVICE	10,000.00		-	10,000.00
5332 - CELL/INTERNET ALLOWANCE	1,111.00		-	1,111.00
5365 - GRANT RELATED	5,000.00		-	5,000.00
5370 - INS PREMIUMS & CLAIMS	40,000.00		-	40,000.00
5375 - ELECTION & SETTLEMENT SER	49,994.90		-	49,994.90
5376 - TIF RECOUPMENT	21,926.50		-	21,926.50
5380 - OTHER SERVICES	746.64		-	746.64
5381 - CATERING	5,313.28		-	5,313.28
CAPITAL OUTLAYS & EQUIPMENT		44,000.00		0.00
5450 - EQUIPMENT > \$5000	44,000.00		(44,000.00)	0.00
CASH TRANSFERS		147,494.31		147,494.31
5801 - MISC CASH TRANSFER	147,494.31		-	147,494.31
TOTAL EXPENSES	1,997,079.90	1,997,079.90	470,610.50	2,467,690.40

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGET

Program Vital Statistics

Fund 70225112

AMENDED APPROPRIATION REQUEST

ACCOUNT	CURRENT		AMENDED	
	2023		2023	
SALARIES		69,016.46		77,490.96
5001 - SALARIES	66,680.64		7,810.32	74,490.96
5004 - OVERTIME	2,335.82		664.18	3,000.00
BENEFITS		18,254.85		33,942.34
5101 - HEALTH INSURANCE			10,000.00	10,000.00
5102 - WORKERS COMP	690.16		84.75	774.91
5103 - DENTAL/OTHER INS + LTD			3,000.00	3,000.00
5104 - LIFE INSURANCE			445.98	445.98
5120 - AGENCY SHARE/OPERS	16,563.95		2,033.88	18,597.83
5131 - AGENCY SHARE/MCARE	1,000.74		122.88	1,123.62
MATERIALS & SUPPLIES		1,931.84		1,931.84
5201 - GENERAL SUPPLIES	1,931.84		-	1,931.84
5217 - BOOK & PERIODICALS			-	
5224 - UNIFORMS & CLOTHING			-	
5294 - FOOD SUPPLIES			-	
SERVICES & CHARGES		158,427.31		180,524.75
5305 - TRAINING & STAFF DEVELOP	165.33		(165.33)	0.00
5309 - TRAVEL - MILEAGE REIM ONLY	100.00		-	100.00
5315 - SATTELITE, CABLE, INTERNET			1,179.00	1,179.00
5328 - MAINT & REPAIR SERVICES			10,000.00	10,000.00
5331 - POSTAL & FREIGHT SERVICE			1,000.00	1,000.00
5332 - CELL/INTERNET ALLOWANCE	66.23		83.77	150.00
5338 - UTILITIES			10,000.00	10,000.00
5365 - GRANT RELATED	158,095.75		-	158,095.75
CAPITAL OUTLAYS & EQUIPMENT		0.00		0.00
5450 - EQUIPMENT > \$5000			-	0.00
CASH TRANSFERS		0.00		0.00
5801 - MISC CASH TRANSFER			-	0.00
TOTAL EXPENSES	247,630.46	247,630.46	46,259.43	293,889.89
			293,889.89	293,889.89

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGET

 Program DPHD HQ

 Fund 70225113
AMENDED APPROPRIATION REQUEST

ACCOUNT	CURRENT		AMENDED	
	2023		2023	
SALARIES		<u>44,453.76</u>		<u>95,052.44</u>
5001 - SALARIES	44,453.76		49,598.68	94,052.44
5004 - OVERTIME	0.00		1,000.00	1,000.00
BENEFITS		<u>11,758.02</u>		<u>37,341.37</u>
5101 - HEALTH INSURANCE			10,000.00	10,000.00
5102 - WORKERS COMP	444.54		505.98	950.52
5103 - DENTAL/OTHER INS + LTD			2,000.00	2,000.00
5104 - LIFE INSURANCE			200.00	200.00
5120 - AGENCY SHARE/OPERS	10,668.90		12,143.69	22,812.59
5131 - AGENCY SHARE/MCARE	644.58		733.68	1,378.26
MATERIALS & SUPPLIES		<u>13,016.38</u>		<u>51,497.83</u>
5201 - GENERAL SUPPLIES	10,986.66		19,013.34	30,000.00
5217 - BOOK & PERIODICALS			5,000.00	5,000.00
5224 - UNIFORMS & CLOTHING			3,000.00	3,000.00
5228 - VEHICLE MAINT&REPAIR SUP	2,029.72		(2,029.72)	
5260 - INV TOOL, EQUIP, FURN \$1000<\$4999			11,497.83	11,497.83
5284 - SIGN MATERIALS & SUPPLIES			2,000.00	2,000.00
SERVICES & CHARGES		<u>28,846.64</u>		<u>181,921.37</u>
5301 - CONTRACTED PROF SERVICE	1,590.56		8,409.44	10,000.00
5309 - TRAVEL - MILEAGE REIM ONLY			400.00	400.00
5313 - PRINTED&RELATED SERVICES	2,198.10		(2,198.10)	0.00
5316 - APPLICATION & LICENSE FEES			321.37	321.37
5320 - SOFTWARE & COMPUTER SERVICES			40,000.00	40,000.00
5325 - MAINT CONTRACT & AGREEMENTS	312.91		24,687.09	25,000.00
5328 - MAINT & REPAIR SERVICES	20,000.00		(5,000.00)	15,000.00
5331 - POSTAL & FREIGHT SERVICE	752.67		(752.67)	
5332 - CELL/INTERNET ALLOWANCE			200.00	200.00
5335 - RENTAL SERVICE	3,992.40		6,007.60	10,000.00
5338 - UTILITIES			50,000.00	50,000.00
5370 - INS PREMIUMS & CLAIMS			13,000.00	13,000.00
5380 - OTHER SERVICES			18,000.00	18,000.00
CAPITAL OUTLAYS & EQUIPMENT		<u>34,333.20</u>		<u>38,498.88</u>
5450 - EQUIPMENT > \$5000	34,333.20		4,165.68	38,498.88
TOTAL EXPENSES	132,408.00	132,408.00	271,903.89	404,311.89

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGET

Program Data & Communication

Fund 70225114

AMENDED APPROPRIATION REQUEST

ACCOUNT	CURRENT		AMENDED	
	2023		2023	
SALARIES		150,833.96		101,425.98
5001 - SALARIES	144,474.72		(43,779.32)	100,695.40
5004 - OVERTIME	6,359.24		(5,628.66)	730.58
BENEFITS		39,755.35		26,783.15
5102 - WORKERS COMP	1,503.04		(488.79)	1,014.25
5120 - AGENCY SHARE/OPERS	36,072.91		(11,730.67)	24,342.24
5131 - AGENCY SHARE/MCARE	2,179.40		(752.74)	1,426.66
MATERIALS & SUPPLIES		34,325.89		19,379.72
5201 - GENERAL SUPPLIES	19,325.89		(3,870.09)	15,455.80
5260 - INV TOOL, EQUIP, FURN \$1000-<\$4999	15,000.00		(11,076.08)	3,923.92
SERVICES & CHARGES		326,014.93		250,142.87
5301 - CONTRACTED PROF SERVICE	1,183.03		7,316.97	8,500.00
5305 - TRAINING & STAFF DEVELOP			500.00	500.00
5309 - TRAVEL - MILEAGE REIM ONLY	250.00		(50.00)	200.00
5310 - TRAVEL - NON TAXABLE	1,222.96		(1,222.96)	
5315 - SATTELITE, CABLE, INTERNET	18,514.90		(5,514.90)	13,000.00
5320 - SOFTWARE & COMPUTER SERVICES	203,716.57		(70,121.20)	133,595.37
5325 - MAINT CONTRACT & AGREEMENTS	14,203.35		(2,039.35)	12,164.00
5328 - MAINT & REPAIR SERVICES	907.50		(532.50)	375.00
5330 - COMMUNICATION SERVICES	21,513.06		(4,713.06)	16,800.00
5331 - POSTAL & FREIGHT SERVICE	100.00		200.00	300.00
5332 - CELL/INTERNET ALLOWANCE	930.35		(421.85)	508.50
5335 - RENTAL SERVICE	63,473.21		726.79	64,200.00
CAPITAL OUTLAYS & EQUIPMENT		45,900.00		7,401.12
5450 - EQUIPMENT > \$5000	45,900.00		(38,498.88)	7,401.12
TOTAL EXPENSES	596,830.13	596,830.13	-191,697.30	405,132.84

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGET

Program Building

Fund 70225115

NEW REVENUE BUDGET ESTABLISHMENT

INTERGOVERNMENTAL		<u>250,000.00</u>			<u>125,000.00</u>
4550 - POLITICAL SUBDIVISION REVENUE	250,000.00		-125,000.00	125,000.00	
MISCELLANEOUS REVENUE		<u>34,228.96</u>			<u>1,298,294.46</u>
4709 - RENT REAL ESTATE	0.00		21,180.03	21,180.03	
4710 - SALE OF REAL ESTATE	0.00		1,255,922.13	1,255,922.13	
4730 - OTHER MISC REVENUE	0.00		21,192.30	21,192.30	
4731 - MISC REVENUE A	24,268.87		-24,268.87	0.00	
4733 - MISC NON-REVENUE RECEIPTS	9,960.09		-9,960.09	0.00	

1,423,294.46 TOTAL REVENUE

AMENDED APPROPRIATION REQUEST

	CURRENT		AMENDED	
ACCOUNT	2023		2023	
MATERIALS & SUPPLIES		<u>9,073.04</u>		<u>0.00</u>
5201 - GENERAL SUPPLIES	9,073.04		(9,073.04)	0.00
SERVICES & CHARGES		<u>169,395.27</u>		<u>119,769.25</u>
5316 - APPLICATION & LICENSE FEES	574.15		(574.15)	0.00
5319 - REIMBURSEMENT/REFUNDS			3,543.34	3,543.34
5325 - MAINT CONTRACT & AGREEMENTS	32,218.91		(32,218.91)	0.00
5328 - MAINT & REPAIR SERVICES	56,023.90		(48,567.99)	7,455.91
5335 - RENTAL SERVICE			35,000.00	35,000.00
5338 - UTILITIES	54,978.31		18,791.69	73,770.00
5370 - INS PREMIUMS & CLAIMS	15,600.00		(15,600.00)	0.00
5380 - OTHER SERVICES	10,000.00		(10,000.00)	0.00
5381 - CATERING			-	
CASH TRANSFERS		<u>266,800.00</u>		<u>125,000.00</u>
5801 - MISC CASH TRANSFER	266,800.00		(141,800.00)	125,000.00
TOTAL EXPENSES	445,268.31	445,268.31	-200,499.06	244,769.25

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGET

Program Sunbury Satellite

Fund 70225116

AMENDED APPROPRIATION REQUEST

ACCOUNT	CURRENT		AMENDED	
	2023		2023	
SALARIES		56,095.08		36,335.68
5001 - SALARIES	53,829.39		(17,527.69)	36,301.70
5004 - OVERTIME	2,265.69		(2,231.71)	33.98
BENEFITS		28,803.75		9,556.18
5101 - HEALTH INSURANCE	13,470.23		(13,470.23)	0.00
5102 - WORKERS COMP	560.95		(233.89)	327.06
5103 - DENTAL/OTHER INS + LTD	496.37		(496.37)	0.00
5120 - AGENCY SHARE/OPERS	13,462.82		(4,742.26)	8,720.56
5131 - AGENCY SHARE/MCARE	813.38		(304.82)	508.56
MATERIALS & SUPPLIES		1,475.12		0.00
5201 - GENERAL SUPPLIES	1,475.12		(1,475.12)	0.00
SERVICES & CHARGES		46,188.79		45,313.99
5309 - TRAVEL - MILEAGE REIM ONLY	349.76		(349.76)	0.00
5315 - SATELLITE, CABLE, INTERNET	3,497.74		702.26	4,200.00
5320 - SOFTWARE & COMPUTER SERVICES	449.39		(74.40)	374.99
5325 - MAINT CONTRACT & AGREEMENTS	0.00		932.00	932.00
5328 - MAINT & REPAIR SERVICES	1,763.96		(388.96)	1,375.00
5335 - RENTAL SERVICE	34,670.37		(670.37)	34,000.00
5338 - UTILITIES	4,489.57		(657.57)	3,832.00
5370 - INS PREMIUMS & CLAIMS	968.00		(368.00)	600.00
TOTAL EXPENSES	132,562.74	132,562.74	-41,356.89	91,205.85
				91,205.85

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGET

Program Communications

Fund 70225225

AMENDED APPROPRIATION REQUEST

ACCOUNT	CURRENT		AMENDED	
	2023		2023	
SALARIES		135,560.21		56,356.86
5001 - SALARIES	134,012.67		(77,655.81)	56,356.86
5004 - OVERTIME	1,547.54		(1,547.54)	0.00
BENEFITS		35,855.67		14,931.91
5102 - WORKERS COMP	1,355.60		(848.31)	507.29
5120 - AGENCY SHARE/OPERS	32,534.45		(19,008.71)	13,525.74
5131 - AGENCY SHARE/MCARE	1,965.62		(1,066.74)	898.88
MATERIALS & SUPPLIES		1,520.40		200.00
5201 - GENERAL SUPPLIES	210.02		(10.02)	200.00
5215 - PROGRAM SUPPLIES	1,310.38		(1,310.38)	0.00
SERVICES & CHARGES		85,419.24		73,884.40
5301 - CONTRACTED PROF SERVICE	484.00		(484.00)	0.00
5308 - MEMBERSHIP, SUBSCRIPTION, DUES	240.00		(135.00)	105.00
5312 - ADVERT&LEGAL NOTICE	44,884.90		2,574.45	47,459.35
5313 - PRINTED&RELATED SERVICES	7,591.19		(7,591.19)	0.00
5317 - PUBLIC RELATIONS & PROMOTION	5,775.00		14,300.05	20,075.05
5320 - SOFTWARE & COMPUTER SERVICES	191.95		5,798.05	5,990.00
5331 - POSTAL & FREIGHT SERVICE	25,351.30		(25,351.30)	0.00
5332 - CELL/INTERNET ALLOWANCE	900.90		(645.90)	255.00
TOTAL EXPENSES	258,355.52	258,355.52	-112,982.35	145,373.17
				145,373.17

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGETProgram PH Emergency PlanningFund 70225228**AMENDED APPROPRIATION REQUEST**

ACCOUNT	CURRENT		AMENDED	
	2023		2023	
SALARIES		42,327.80		72,558.82
5001 - SALARIES	42,314.40		29,862.97	72,177.37
5004 - OVERTIME	13.40		368.05	381.45
BENEFITS		11,095.40		18,984.39
5102 - WORKERS COMP	380.90		266.71	647.61
5120 - AGENCY SHARE/OPERS	10,071.30		7,166.69	17,237.99
5121 - SOCIAL SECURITY	-1,512.36		1,512.36	0.00
5131 - AGENCY SHARE/MCARE	2,155.56		(1,056.77)	1,098.79
MATERIALS & SUPPLIES		433.95		433.95
5201 - GENERAL SUPPLIES	433.95		-	433.95
SERVICES & CHARGES		2,829.60		2,994.39
5300 - PC CHARGES FOR SERVICES			-	0.00
5301 - CONTRACTED PROF SERVICE	1,200.00		-	1,200.00
5305 - TRAINING & STAFF DEVELOP	1,060.00		-	1,060.00
5312 - ADVERT&LEGAL NOTICE	295.00		-	295.00
5332 - CELL/INTERNET ALLOWANCE	274.60		164.79	439.39
TOTAL EXPENSES	56,686.75	56,686.75	38,284.80	94,971.55

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGETProgram ER Response & Waste MgmtFund 70225442**AMENDED APPROPRIATION REQUEST**

	CURRENT		AMENDED	
ACCOUNT	2023		2023	
MATERIALS & SUPPLIES		<u>8,520.75</u>		<u>0.00</u>
5266 - COVID 19 SUPPLIES	8,520.75		(8,520.75)	0.00
SERVICES & CHARGES		<u>10,402.52</u>		<u>4,300.00</u>
5301 - CONTRACTED PROF SERVICE	973.87		(973.87)	0.00
5366 - COVID 19 SERVICES	9,428.65			4,300.00
TOTAL EXPENSES	18,923.27	18,923.27	-9,494.62	4,300.00
			4,300.00	4,300.00

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGET

Program Res Services

Fund 70225445

AMENDED APPROPRIATION REQUEST

ACCOUNT	CURRENT		AMENDED	
	2023		2023	
SALARIES		65,305.94		22,013.07
5001 - SALARIES	64,062.73		(42,554.84)	21,507.89
5004 - OVERTIME	1,243.21		(738.03)	505.18
BENEFITS		17,273.43		5,796.17
5102 - WORKERS COMP	653.06		(454.99)	198.07
5120 - AGENCY SHARE/OPERS	15,673.43		(10,408.97)	5,264.46
5131 - AGENCY SHARE/MCARE	946.94		(613.30)	333.64
MATERIALS & SUPPLIES		7,275.87		1,500.00
5201 - GENERAL SUPPLIES	181.84		(181.84)	0.00
5225 - PERSONAL PROT EQUIPMENT	237.59		(237.59)	0.00
5228 - VEHICLE MAINT&REPAIR SUP	6,856.44		(5,356.44)	1,500.00
SERVICES & CHARGES		4,110.78		1,877.11
5300 - PC CHARGES FOR SERVICES				
5301 - CONTRACTED PROF SERVICE	70.88		(70.88)	0.00
5305 - TRAINING & STAFF DEVELOP	741.84		(741.84)	0.00
5308 - MEMBERSHIP, SUBSCRIPTION, DUES	41.58		(41.58)	0.00
5310 - TRAVEL - NON TAXABLE	357.35		(342.35)	15.00
5313 - PRINTED&RELATED SERVICES	72.60		(72.60)	0.00
5319 - REIMBURSEMENT/REFUNDS	161.33		(161.33)	0.00
5328 - MAINT & REPAIR SERVICES	1,861.20		(361.20)	1,500.00
5330 - COMMUNICATION SERVICES	312.37		(42.37)	270.00
5332 - CELL/INTERNET ALLOWANCE	491.63		(399.52)	92.11
TOTAL EXPENSES	93,966.02	93,966.02	-62,779.67	31,186.35
				31,186.35

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGETProgram Food Protection & Public SafetyFund 70225447**AMENDED APPROPRIATION REQUEST**

ACCOUNT	CURRENT		AMENDED	
	2023		2023	
SALARIES		251,226.82		43,691.53
5001 - SALARIES	239,754.41		(197,174.06)	42,580.35
5004 - OVERTIME	11,472.41		(10,361.23)	1,111.18
BENEFITS		66,449.50		11,513.96
5102 - WORKERS COMP	2,512.27		(2,120.74)	391.53
5120 - AGENCY SHARE/OPERS	60,294.44		(49,839.20)	10,455.24
5131 - AGENCY SHARE/MCARE	3,642.79		(2,975.60)	667.19
MATERIALS & SUPPLIES		208.40		2,821.95
5201 - GENERAL SUPPLIES	208.40		(208.40)	0.00
5215 - PROGRAM SUPPLIES			2,821.95	2,821.95
SERVICES & CHARGES		2,685.77		248.92
5305 - TRAINING & STAFF DEVELOP	800.80		(800.80)	0.00
5309 - TRAVEL - MILEAGE REIM ONLY	244.14		(244.14)	0.00
5310 - TRAVEL - NON TAXABLE	140.48		(140.48)	0.00
5313 - PRINTED&RELATED SERVICES	93.00		(93.00)	0.00
5332 - CELL/INTERNET ALLOWANCE	1,407.35		(1,158.43)	248.92
TOTAL EXPENSES	320,570.49	320,570.49	-262,294.13	58,276.36
				58,276.36

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGET

Program Health Levy

Fund 70225772

NEW REVENUE BUDGET ESTABLISHMENT

TAXES		<u>1,948,048.12</u>			<u>1,948,048.12</u>
4101 - REAL PROPERTY TAX	1946212.63		-	1,946,212.63	
4103 - MOBILE HOME TAX	1835.49		-	1,835.49	
INTERGOVERNMENTAL		<u>0.00</u>			<u>125,000.00</u>
4550 - POLITICAL SUBDIVISION REVENUE	0.00		125,000.00	125,000.00	

2,073,048.12 TOTAL REVENUE

AMENDED APPROPRIATION REQUEST

	CURRENT		AMENDED		
ACCOUNT	2023		2023		
SERVICES & CHARGES		<u>0.00</u>			<u>31,253.86</u>
5375 - ELECTION & SETTLEMENT SER			31,253.86	31,253.86	
CASH TRANSFERS		<u>0.00</u>			<u>125,000.00</u>
5801 - MISC CASH TRANSFER			125,000.00	125,000.00	
TOTAL EXPENSES	0.00	0.00	156,253.86	156,253.86	156,253.86

2023 DELAWARE PUBLIC HEALTH DISTRICT BUDGET

Program EO22

Fund 71651530

NEW REVENUE BUDGET ESTABLISHMENT

INTERGOVERNMENTAL		<u>574,425.17</u>		<u>120,545.20</u>
4509 - FEDERAL GRANTS A	574,425.17		(453,879.97)	120,545.20

120,545.20 TOTAL REVENUE

AMENDED APPROPRIATION REQUEST

	CURRENT		AMENDED	
ACCOUNT	2023		2023	
SALARIES		<u>152,809.80</u>		<u>30,986.04</u>
5001 - SALARIES	152,809.80		(121,823.76)	30,986.04
BENEFITS		<u>62,075.72</u>		<u>13,143.62</u>
5101 - HEALTH INSURANCE	18,432.53		(14,432.53)	4,000.00
5102 - WORKERS COMP	1,528.10		(1,249.01)	279.09
5103 - DENTAL/OTHER INS + LTD	3,225.00		(2,225.00)	1,000.00
5120 - AGENCY SHARE/OPERS	36,674.35		(29,289.32)	7,385.03
5131 - AGENCY SHARE/MCARE	2,215.74		(1,736.24)	479.50
SERVICES & CHARGES		<u>10,114.48</u>		<u>1,947.46</u>
5301 - CONTRACTED PROF SERVICE	5,428.08		(5,428.08)	0.00
5332 - CELL/INTERNET ALLOWANCE	714.45		(714.45)	0.00
5366 - COVID 19 SERVICES	3,971.95		(2,024.49)	1,947.46
TOTAL EXPENSES	225,000.00	225,000.00	-178,922.88	46,077.12
				46,077.12

Community Health Improvement Plan (CHIP) Updates

Reporting Period 1/1/23 - 6/30/23



Access to Care

Strategy 2 – Culturally Competent Workforce

- Enliven Self-Assessment selected to evaluate health literacy

Strategy 3 – Public Transportation (DCT complete strategic plan)

- DCT provided 9,436 medical rides
- Gathering data from hospital systems that site transportation as a barrier

Strategy 4 – Recruit Behavioral Health Providers

- DMMHR SB scrubbing data from network of care to work on reducing wait times to see a provider

Strategy 5 – Comparable BH Insurance (Parity)

- Working with hospital systems' government relations reps to advocate on a bill or legislation related to parity

Strategy 6 – Behavioral Health Peer Support Programs

- Two new peer support programs started in this reporting period;
Widow Strong & Traumatic Loss
- OH Grady promoting community BH support groups to newly discharged patients



Addiction & Mental Health

Strategy 1 – Community Based Mental Health Education

- 9 QPR classes were delivered this reporting period, reaching 97 people

Strategy 2 – Offer Behavioral Health Screenings (SBIRT)

- Planning meetings continue to offer health providers training on Screening, Brief Intervention & Referral to Treatment. DMMHRS working on being able to provide CEUs for healthcare workers to attend training

Strategy 3 – Community Program to Reduce Alcohol

- *Next Minimize Risk, Maximize Life* program offered in Delaware Co. Class offered in Ashley was cancelled; next class at Delaware Co. District Library on 9/13; Article submitted to My Communicator – March, 2023 edition to market MRML classes
- DFD & DPHD created beverage coasters with educational content regarding binge drinking and will engage business sector;

Strategy 4 – Social-Emotional Instruction

- PEACE Collaborative spearheading strategy on working on educational tools on the importance of prevention and SEL instruction
- Collected public school district data on prevention reach for baseline



Community Conditions

Strategy 1 – Rental Assistance

- Rental assistance program funding cuts both at the federal & state level impacted the local work greatly after COVID funding, strategy work was disbanded

Strategy 2 – Affordable & Attainable Housing Development

- Hunger Alliance's Housing Study was published, and promoted for public wide consumption; Presentation made to Delaware City Council
- Hunger Alliance broke into 5 committees which will focus on: economic development, equitable growth, land-use & zoning, community education, older adults & aging



Health Behaviors

Strategy 1 – Adopt Healthy Food Initiatives

- 3 new healthy food policies & environmental changes adopted at Rec. Unlimited, PIN & LSS Mobile Distribution; new guidelines SWAP (Supporting Wellness At Pantries) and Good Food Here – Ohio Food & Beverage Guidelines

Strategy 2 – Healthy Lifestyle Education & Skill Building














- Five workshops implemented providing education to 62 people; serving Ashley Villa, Genoa Seniors, Georgetown Apartments (Delaware City) & Ostrander Seniors; Know Your Numbers, Healthy Eating & Alzheimer's Association – Dementia and Alzheimer's













Strategy 4 – Built Environment Changes & Green Space for PA

- The Treehouse Transitional Living Program adopted a bike share policy for their clients & residents
- Four CHC Mini-Grants were awarded to locations in Village of Ashley, Liberty Township, City of Sunbury & Village of Ostrander
- Planning for walk & bike audits in partnership with OWU and City of Delaware commenced






























2023 Mid Year Strategic Plan Report


















Status	Primary	Jan-June 2023 Status
1	Strategic Priority #1 Workforce (Pillar: Agency)	
2	Objective 1: Implement biennial employee satisfaction surveillance by December 31, 2024.	
3	 Action Step 1: Review current employee satisfaction survey tool. Make necessary changes.	Completed
4	 Action Step 2: Complete annual employee satisfaction surveys	Completed
5	 Action Step 3: Analyze results of the employee satisfaction surveys	Completed
6	 Action Step 4: Make recommendations to the Board of Health based on analysis of surveys.	Completed
7	 Action Step 5: Communicate annual employee evaluation survey trends to DGHD staff.	Completed
8	Objective 2: Implement agency-wide internal communication guidelines by December 31, 2024.	
9	 Action Step 1: Conduct a qualitative analysis on internal communication with staff to determine needs.	Deferred due to emerging issues with the building.
10	 Action Step 2: Develop agency-wide internal communication guidelines.	Deferred due to emerging issues with the building.
11	 Action Step 3: Obtain feedback from staff.	Deferred due to emerging issues with the building.
12	Action Step 4: Implement plans.	Deferred due to emerging issues with the building.
13	 Action Step 5: Include building updates in newsletter. Update monthly.	Ongoing
14	 Action Step 6: Implement quarterly staff meetings with all DGHD staff in the new building.	Health Commissioner holds a monthly all staff virtual meeting the day after the board meetings to provide updates and answer questions.
15	Objective 3: Revise and update the DPHD Workforce Development Plan by December 31 of each year.	
16	 Action Step 1: Review workforce development plan for any necessary or needed changes.	Due to change in management responsibilities of the HR Officer, this review will be completed later in the year.
17	 Action Step 2: As part of the workforce development plan, develop an in-house training framework.	Due to change in management responsibilities of the HR Officer, this review will be completed later in the year.
18	 Action Step 3: As part of the workforce development plan, assess training budgets and develop a guide outlining how much training and travel is recommended by position and/or division.	Due to change in management responsibilities of the HR Officer, this review will be completed later in the year.













Status	Primary	Jan-June 2023 Status
19	 Action Step 4: Obtain staff feedback on changes to workforce development plan.	Due to change in management responsibilities of the HR Officer, this review will be completed later in the year.
20	 Action Step 5: Obtain Board of Health approval on any changes to the workforce development plan.	Due to change in management responsibilities of the HR Officer, this review will be completed later in the year.
21	 Action 6: Provide training and development opportunities to DGHD staff.	Due to change in management responsibilities of the HR Officer, this review will be completed later in the year.
22	Objective 4: Demonstrate employee participation in quality improvement by training 100% of employees on QI processes by December 31, 2024.	
23	 Action Step 1: Train all new employees during their orientation process on basic QI principals within 180 days of hire.	Included in on-boarding and annual training for all staff
24	 Action Step 2: Assure continued basic QI training is provided to all DPHD staff.	All staff will complete an assessment on quality improvement for mandatory training. The results of the assessment will be used to plan QI trainings for 2024.
25	 Action Step 3: Assure advanced QI training to new PIC members within 60 days of appointment to PIC.	Trainings will be planned once the move into the new building is complete.
26	Objective 5: Create a succession plan by December 31, 2022	
27	 Action Step 1: Identify essential positions within the health district and identify areas of cross-training so critical positions can be covered when necessary.	Leadership Team continue to discuss training with staff
28	 Action Step 2: Determine educational needs of current staff.	Needs continue to be identified. Funds for staff training were included in the Workforce Development grant.
29	 Action Step 3: Develop a formal succession plan and implement cross-training strategies.	Complete
30	Objective 6: Evaluate DPHD staff participation in professional organizations by December 31 of each year.	
31	 Action Step 1: Improve the method used to collect information on level of involvement by DPHD staff in professional organizations.	Deferred due to emerging issues with the building.
32	 Action Step 2: Establish process for staff involved in professional organizations to share the knowledge and information learned.	Deferred due to emerging issues with the building.
33	 Action Step 3: Implement and evaluate the process of sharing information.	Deferred due to emerging issues with the building.
34	Objective 7: Continually promote work/life balance and employee recognition.	




Status	Primary	Jan-June 2023 Status
35	 Action Step 1: Provide opportunities for staff to learn the importance of a healthy work/life balance.	One-on-One counseling with Syntero continues to be offered to staff on a monthly basis and the contract will continue throughout 2023-2024. Equipment for the fitness center has been identified and approved for purchase through the WFD grant.
36	 Action Step 2: Educate staff about the cardiometabolic (ERC Health) measures, including the Ohio Quit Line to reduce smoking among staff.	There were many changes to the ERC Health program that were communicated to staff during open enrollment. The CMS measures are no longer required to be tracked.
37	 Action Step 3: Support employee wellness initiatives by implementing bi-annual work activities or events (1 internal and 1 external work activity/event).	Coordinated wellness activities were put on hold until after the move.
38	 Action Step 4: Evaluate effectiveness of employee wellness initiatives using the employee satisfaction survey.	On hold until all staff are back in the new building and Wellness Team meets.
39	 Action Step 5: Make modifications based on analysis of the survey.	
40	Objective 8: Create an IT review process by December 31, 2024.	
41	 Action Step 1: Catalog current software, equipment and web services currently being used. Include cost (initial and ongoing), age and usage of equipment, use of software programs, etc.	Complete
42	 Action Step 2: Develop a process for reviewing new software and determine necessity.	Complete
43	 Action Step 3: Determine emerging IT trends	In process
44	 Action Step 4: Present ideas and proposals for technological improvements to the Board of Health.	Ongoing
45	Strategic Priority #2 Performance Management (Pillar: Quality)	
46	Objective 1: Maintain agency National PHAB Accreditation and continue to improve PHAB Measures and Standards in preparation for re-accreditation.	
47	 Action Step 1: Complete annual reporting according to PHAB requirements and review feedback with Leadership Team and staff.	The PHAB annual report was submitted in March 2023. Feedback has been received and will be incorporated in revising documentation.
48	 Action Step 2: Integrate PHAB into agency culture by discussing PHAB at staff meetings and develop tools to show how PHAB improves all divisions.	Innovation training (9.2.2) was completed at the Spring Educational Conference on May 5, 2023.
49	 Action Step 3: Create a continuous advancement plan based on PHAB documentation forms.	Leadership Team will be reevaluating the timeline for documentation completion once the move is complete.

Status	Primary	Jan-June 2023 Status
50	 Action Step 4: Monitor developments with the Futures Initiative: Revisiting the 10 Essential Public Health Services as it relates to PHAB measures and standards.	The 10 Essential Public Health Services are incorporated into the Version 2022 PHAB Standards and Measures.
51	Objective 2: Enhance the Program/Services Assessment tool by December 31, 2020	
52	 Action Step 1: Evaluate current program/services assessment tool.	Completed in 2022
53	 Action Step 2: Make necessary modifications.	Completed in 2022
54	 Action Step 3: Develop realistic timeline and identify responsible parties.	Needs to be reevaluated once the move is complete
55	 Action Step 4: Streamline the process for completing assessments.	Needs to be reevaluated once the move is complete
56	Objective 3: Annually review and revise (as necessary) the QI Plan by December 31 of each year.	
57	 Action Step 1: Review and revise QI plan.	The plan will be reviewed and updated in the second half of 2023
58	 Action Step 2: Disseminate updated QI plan to all DGHD staff.	The plan will be reviewed and updated in the second half of 2023
59	 Action Step 3: Obtain Board of Health approval on all changes to the QI plan.	The plan will be reviewed and updated in the second half of 2023
60	Objective 4: Annually implement quality improvement efforts for QI projects by December 31 of each year	
61	 Action Step 1: Require that the PIC meet quarterly and ensure representation from every division	The PIC will resume meeting once the move to the new building is complete
62	 Action Step 2: Encourage all DPHD staff to recommend QI projects.	Recommendations and project suggestions will be due by August 15, 2023
63	 Action Step 3: Workgroups will utilize documentation for their projects including a project timeline with a finalization date and status reports to the PIC every three months.	Projects are currently on hold until after the move to the new building is complete.
64	 Action Step 4: Workgroups will produce storyboards and final reports to the PIC as requested.	Projects are currently on hold until after the move to the new building is complete.
65	Objective 5: Evaluate current performance appraisal tool and process by December 31, 2024	
66	 Action Step 1: Reconvene Performance Appraisal Task Force.	Complete
67	 Action Step 2: Review current performance appraisal tool and process. Adjust weighting of competencies if necessary.	Complete
68	 Action Step 3: Evaluate current raise structure.	Complete
69	 Action Step 4: Research appraisal tools used by other agencies.	New Health Commissioner and Administration Director reviewed current tool and researched alternative options for categories.

Status	Primary	Jan-June 2023 Status
70	 Action Step 5: Create new appraisal tool and process.	New Health Commissioner revised current tool and incorporated additions/changes that were used at other LHDs. Self evaluation was removed.
71	 Action Step 6: Propose changes to appraisal tool and process to staff. Solicit feedback.	Feedback was not solicited from staff; however, there may be an opportunity once the evaluations are complete.
72	 Action Step 7: Propose changes to new raise structure to Board of Health. Obtain BOH approval.	Complete
73	 Action Step 8: Implement new appraisal tool and process and raise structure.	New tool was launched at the end of July 2023.
74	 Action Step 9: Ensure Leadership Team are all utilizing the appraisal tool in the same way.	Will be completed in the second half of 2023
75	 Action Step 10: Solicit staff feedback on changes to appraisal tool and process	Will be completed in the second half of 2023
76	Objective 6: Implement a fully functioning performance management system to monitor achievement of departmental and divisional objectives by December 31 of each year.	
77	 Action Step 1: Utilizing the performance management system, select performance goals and measures for each division.	PM measures were selected for the year and are currently being monitored.
78	 Action Step 2: Discuss and update progress related to performance management with employees in respective divisions.,	PM measures progress will be shared with Leadership Team and all staff on July 2023
79	 Action Step 3: Present performance management goals, measures, and outcomes to the Board of Health.	An update will be provided to the BOH in July 2023
80	Strategic Priority #3 Visible Leadership (Pillar: Engagement)	
81	Objective 1: Integrate Public Health 3.0 into agency programming and processes by December 31, 2024.	
82	 Action Step 1: Identify gaps in current programming and processes related to Public Health 3.0 and develop crosswalk of programs.	No update
83	 Action Step 2: Develop a plan and implement Public Health 3.0 concepts into agency programs and processes.	No update
84	 Action Step 3: Train, educate, and empower staff to utilize Public Health 3.0 concepts in their work.	No update
85	 Action Step 4: Examine current data management system. Prioritize how to collect and present data (e.g., annual report, CHA, CD report), including data collection and data visualization software.	No update
86	 Action Step 5: Build capacity to advance health equity in the community by developing a shared narrative of equity and connecting with other local, state and national health agencies working on equity.	No update

Status	Primary	Jan-June 2023 Status
87	 Action Step 6: Examine staffing needs related to policy, communications, health equity, cultural competency, and the social determinants of health.	No update
88	Objective 2: By December 31, 2021 revise current branding guide for the new DPHD campus.	
89	 Action Step 1: Create a branding guide for the new DGHD campus.	In process pending public opening of new building
90	 Action Step 2: Involve appropriate DPHD staff in branding guide development.	In process
91	 Action Step 3: If the DGHD name changes, update all appropriate plans, signage, logos, etc.	In process
92	 Action Step 4: Present the revised guide to the Board of Health for approval, if necessary.	Board approval of revisions not necessary
93	 Action Step 5: Update signage in the city directing clients to the new location.	In process
94	 Action Step 6: Disseminate the revised policy, noting any changes, to DPHD staff.	No update to send to staff
95	Objective 3: Develop process for obtaining customer feedback by December 31, 2024.	
96	 Action Step 1: Research survey instruments used by other agencies.	Completed
97	 Action Step 2: Analyze different survey needs by division.	Completed
98	 Action Step 3: Develop survey instrument to obtain customer feedback.	Completed
99	 Action Step 4: Implement survey.	Survey live 1/1/23.
100	 Action Step 5: Obtain feedback from each division to see if the survey instrument met their needs. Make changes if necessary.	The survey tool will continue to be utilized for 2023 and will be reviewed for possible changes in October 2023.
101	 Action Step 6: Analyze results and make necessary changes to programming.	The survey tool will continue to be utilized for 2023 and will be reviewed for possible changes in October 2023.
102	Objective 4: Continue to build community partnerships and coordination.	
103	 Action Step 1: Review current partnerships and their roles.	Staff continued to attend Political Subdivision meetings.
104	 Action Step 2: Evaluate effectiveness of existing community partnerships.	No update
105	 Action Step 3: Continue collecting feedback from community partners using the External SWOC analysis survey instrument.	No update
106	 Action Step 4: Modify the External SWOC survey instrument.	Will review the survey instrument in the fall of 2023 and will send out to partners at the end of 2023.
107	Strategic Priority #4 CHIP Implementation (Pillar: Community)	

Status	Primary	Jan-June 2023 Status
108	Objective 1: Continue to lead the Partnership for a Healthy Delaware County and contribute to the 2019-2022 CHIP efforts by supporting the mental health and addiction, chronic disease, and cross-cutting strategies by December 31, 2022	
109	 Action Step 1: Complete the action steps assigned to the following strategies: 1. Increase community awareness and education of risky behaviors related to tobacco and substance abuse issues and trends. 2. Research chronic pain management best-practices. 3. Provide cultural competence training for healthcare professionals and other service providers.	Not Applicable New CHIP cycle commenced January, 2023.
110	 Action Step 2: Utilize SmartSheet, including the Dashboard, to track progress of CHIP strategy action plans and provide reports to the Board of Health and the community.	The 2019-2022 CHIP Outcome Report was published early January 2023, accompanied by a summary video. https://www.youtube.com/watch?v=a1KPG1hsGMM
111	 Action Step 3: Provide annual data updates to the CHA.	Completed last reporting period
112	Objective 2: Collaborate with local stakeholders, including The Partnership for a Healthy Delaware County, to create the 2022 Delaware County CHA by May 2021.	
113	 Action Step 1: Secure funding for the 2022 CHA. Determine feasibility and methodology for conducting the CHA (in-house vs. contractor).	Complete
114	 Action Step 2: Recruit additional partners to the CHA process. Ensure all sectors are represented.	Complete
115	 Action Step 3: Participate in selecting questions for the CHA survey instrument.	Complete
116	 Action Step 4: Participate in the review of the CHA draft, which is necessary for finalizing the CHA.	Complete
117	 Action Step 5: Participate in a community release of the CHA and ensure it is available on DPHD website.	Complete
118	Objective 3: Collaborate with local stakeholders, including The Partnership for a Healthy Delaware County, to create the 2023-2026 Delaware County CHIP by December 31, 2022.	
119	 Action Step 1: Secure funding for the 2023-2028 CHIP.	Complete
120	 Action Step 2: Recruit additional partners to the CHIP process. Ensure all sectors are represented.	Complete
121	 Action Step 3: Participate in CHIP meetings to prioritize health needs and select 2023-2028 CHIP strategies.	Complete
122		
123	 Complete	

	Status	Primary	Jan-June 2023 Status
124		On Target	
125		Started But Behind Schedule	
126		Not Yet Started	
127			



The DPHD Performance Management Dashboard is utilized to track key measures for each division.

P Administration

	Time Period	Current Actual Value	Current Target Value	Current Trend	Baseline % Change
PM The DPHD credit card will be paid in full and reconciled monthly with POR, PO, and invoice to assure expenses are coded to the correct program and no late fee/interest fee is incurred by the district	Jul 2023	90.0%	100.0%	→ 1	-10% ↘
PM Public Records request are fulfilled within 3 business days	Jul 2023	83.0%	95.0%	↘ 1	-10% ↘
PM Decrease the amount of staff clicking on phishing email links to 5%	HY1 2023	4.6%	5.0%	↗ 1	-31% ↗
PM 95% of clients, that complete the client satisfaction survey, were extremely or very satisfied with the service they received	Q2 2023	75.0%	—	↘ 1	-3% ↘

P Environmental Health

	Time Period	Current Actual Value	Current Target Value	Current Trend	Baseline % Change
PM All employee daily logs will be completed by the last day of the following month	Jun 2023	69.0%	90.0%	↗ 1	-22% ↘
PM Final approval, denial or extension letter will be issued on or before permit expiration for the Residential Services unit	—	—	—	—	—
PM In the Food Protection and Public Safety program, envelopes will be kept and attached to the application for all applications not processed before the prescribed date indication applications are late	2023	100.0%	100.0%	→ 0	0% →
PM All application reports will be completed and delivered to the Solid Waste and Vector Manager on the first workday following the application	Jul 2023	100.0%	90.0%	→ 1	0% →

P Community Health

	Time Period	Current Actual Value	Current Target Value	Current Trend	Baseline % Change
PM Collect and prepare 50% of the documentation necessary for submission to PHAB for reaccreditation	—	—	—	—	—
PM At least 30% of members will attend The Partnership quarterly meeting	Q2 2023	31.0%	30.0%	↘ 1	-9% ↘
PM Distribute 165 Narcan kits each quarter of 2023	Q2 2023	274.0	165.0	↗ 1	234% ↗

P Preventative Health

	Time Period	Current Actual Value	Current Target Value	Current Trend	Baseline % Change
PM The Disease Control and Response Unity will average one emergency preparedness educational program per six weeks to organizations within the DPHD jurisdiction. Programs to include first aid, blood borne pathogens, CPR and Stop the Bleed trainings	HY1 2023	4.0	6.0	→ 0	0% →
PM In ODRS, increase the percent completeness for race and ethnicity to 100%	2023	100.0%	100.0%	→ 0	0% →
PM DCRU will offer 12 educational offerings to provider offices per year. (Beginning July 2023)	—	—	—	—	—
PM Increase safe sleep environments in the county by distributing an average of 15 cribs per quarter.	Q2 2023	23.0	15.0	↗ 1	667% ↗
PM Increase CMH billable units to an average rate of 150 units per quarter	Q2 2023	233.0	150.0	↘ 1	-5% ↘
PM Lactation certified staff will provide the community with 6 lactation consults a month	Jul 2023	15.0	6.0	→ 1	1400% ↗
PM Delaware and Morrow County clinics will do 25% of Certifications and Health Assessments in person by June 2023	Jun 2023	73.0%	25.0%	↘ 1	564% ↗
PM Improve WIC program participation and integration into outside programs including outreach events and partner meetings	Jun 2023	9.0	5.0	↗ 1	350% ↗



DELAWARE PUBLIC HEALTH DISTRICT POLICY/PROCEDURE

Ethical Considerations and Advisory Committee

Division: Admin		Document Type: Procedure		Revision Cycle: 1 Year	
Original Effective Date:		Revision Effective Date:			
Original Prepared By:	Kelli Kincaid	Revision Prepared By:			
Original Approved By:		Revision Approved By:			
Distribution: MS Teams Master File Location:		Purpose: To establish a process for the review of ethical issues		Policy Reference: Click here to enter reference.	

Rationale

The Delaware Public Health District (DPHD) Ethics Advisory Committee (EAC) will provide guidance to DPHD staff, management, and community partners on ethical issues. The goal is to encourage and support an institutional culture of ethical awareness and high ethical standards through a process of open and transparent decision-making.

The EAC will consist of the DPHD Senior Leadership Team. The Health Commissioner has the authority to invite additional staff, Board of Health members, Delaware County Prosecutors Office, or community members to participate as appropriate. The Delaware County Prosecutors Office will review all outcomes of the EAC. The EAC will use the Public Health Code of Ethics as a framework for conducting ethical analyses.

The EAC provides the administrative function of ethical analyses. In addition, the EAC will:

- Complete continuing education and training
- Review suggested ethical dilemmas and determine if they are appropriate for analysis.
- Facilitate and/or participate in analyses with at least two committee members at each analysis.
- Prepare reports describing analyses outcomes and recommendations (reports will include all perspectives from the analysis).
- Coordinate reporting of ethical analyses, recommendations, and results back to participants.

To ensure an open and transparent process, key stakeholders may be invited to ethical analyses. When appropriate, the EAC may also invite non-stakeholders, such as content experts, to participate. All staff will have the responsibility of bringing ethical issues to the EAC. EAC members will ensure that managers and other staff with key information will be involved in determining whether to move forward with a full ethical analysis.

Once an ethical analysis has been completed, the EAC will review the recommended course of action with the Board of Health. This recommendation will be supported with the results of the analysis. The Board of Health will have the ultimate authority to make the final policy decision. The Health Commissioner will determine how to implement their decision.

Ethical analyses will focus on policy or operations and will not focus on individual or group behavior. Suspected unethical behavior on the part of an individual or group will be referred to the appropriate DPHD Program Manager or Human Resources.

Guidance for Ethical Analysis

The EAC will reference the [APHA Public Health Code of Ethics](#) in all analyses. Each analysis will consider the following guidance:

- **Permissibility:** *“Would the action being considered be ethically wrong even if it were to have a good outcome?”*
- **Respect:** *“Would the proposed action be demeaning or disrespectful to individuals and communities even if it benefited their health?”*
- **Reciprocity:** *“Have we done what is reasonable to offset the potential harms and losses that the proposed action imposes on individuals and communities?”*
- **Effectiveness:** *“Is it reasonable to expect, based on best available evidence and past experience, that the proposed action would achieve its stated health goals?”*
- **Responsible Use of Scarce Resources:** *“Would the proposed action demonstrate good stewardship and deserve the trust that the public has invested in public health practitioners?”*
- **Proportionality:** *“Would the proposed action demonstrate that public health practitioners are using their power and authority judiciously and with humility?”*
- **Accountability and Transparency:** *“Would the proposed action withstand close ethical scrutiny and be justified by valid reasons that the general public will understand?”*
- **Public Participation:** *“In deciding on a proposed action, have all potentially affected stakeholders had a meaningful opportunity to participate. If some are to be deliberately excluded from decision making, is there an ethical justification for doing so?”*

Informed Decision Making

Efforts will be made to gather information from those who will be affected by the decision. EAC members will work to collect information from multiple perspectives and both short-term and long-term effects of the decision. Research on the public health consequences, any precedent within the health district, and how other jurisdictions have addressed similar issues should be conducted during each analysis.

As additional information is gathered it is important that prior decisions are revisited. The EAC will annually review past analyses to determine if new information is available. Stakeholders may appeal to the EAC to revisit a past decision if new information is available. The new information should be provided to the Health Commissioner, in writing, when the appeal is submitted.

Communication

The EAC will share recommendations with the Board of Health within one month of the analysis being completed. The Board of Health will discuss the recommendations, ask for additional information if needed, and vote on their final decision. The Board of Health decision will be shared with staff at the following staff meeting and in the Health E-News. If the decision impacts external stakeholders, they will be notified of the Board of Health decision within 30 days. Decisions will be added to the DPHD website.

Resolution 2023-04

RESOLUTION TO CERTIFY TAX LEVY

Be it resolved by the board of the Delaware County Health Department (formerly known as Delaware General Health District, now known as Delaware Public Health District) that the amounts and rates as determined by the Budget Commission in its certification, be and the same as hereby accepted; and be it further resolved, that there be and is hereby levied on the tax duplicate of Delaware County the rate of each tax necessary to be levied without the ten mill limitation as follows: Health Levy fund in the amount of \$4,498,535 from levies outside the 10 mill limitation at the County Auditor's estimated rate of 0.70 mills. Please see attached "Schedule A".

Adopted by the Board of Health, Delaware Public Health District, September 26, 2023.

Patrick Blayney, President
Or Briana Donaldson, DO, Vice-President
Board of Health
Delaware Public Health District

Garrett Guillozet, MPA, REHS, AEMT
Secretary & Health Commissioner
Board of Health
Delaware Public Health District

SCHEDULE A

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET
COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

DELAWARE COUNTY HEALTH DEPT	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived from levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate to be Levied		
TAX YEAR 2023			FUND		
Current Expense		4,498,535		0.70	
TOTAL	0	4,498,535	0.00	0.70	

PROPOSED Delaware Public Health District Environmental Health Fees for 2024

A Regulation of the Delaware General Health District Setting Fee Schedules for Environmental Health Programs for 2024

WHEREAS, the Delaware General Health District Board of Health (“Board of Health”), acting under the authority vested in it by Section 3709.21 of the Ohio Revised Code, may adopt regulations necessary for the public health and safety and for the prevention and restriction of disease; and,

WHEREAS, license fees are adopted in the form of rules under authority of Section 3709.09 of the Ohio Revised Code; and,

WHEREAS, Retail Food Establishment License Fees are adopted in the form of rules under authority of Section 3717.25 of the Ohio Revised Code; and,

WHEREAS, Food Service Operation License Fees are adopted in the form of rules under authority of Section 3717.45 of the Ohio Revised Code; and,

WHEREAS, the Ohio Department of Health has established rules governing the categories and methodology for establishing fees; and,

WHEREAS, the adopted fees are necessary to cover the costs of administering the environmental health programs.

NOW THEREFORE, be it resolved by the Board of Health, that after giving due thought and proper consideration, the following to the fee schedule for the Delaware General Health District Environmental Health Fees for 2024 are hereby adopted:

Delaware General Health District Environmental Health Fees for 2024

(Fees listed do not include State Fees where applicable and as indicated by “+S”. Lab fees indicated “+L”)

Service		Fee
I. Private Water Systems		
A. New Permit/Application		
1. Single Family (excluding pond)	\$	230.00 +S +L
2. Single Family (pond)	\$	230.00 +S +L
3. Multi-Family	\$	230.00 +S +L
B. Alteration Permit/Application*		
1. Single Family	\$	230.00 +L
2. Multi-Family	\$	230.00 +L
3. Connection to Public Water System	\$	50.00
C. Sealing Permit		
1. Single or Multi-Family (multiple sealing permits on one property only pays for one sealing permit, provided all permits are issued at same time)	\$	100.00
D. Construction of a Test Well**	\$	130.00 +S
E. Conversion of a Well (not previously approved as a private water system into a private water system for a single-family dwelling.)	\$	230.00 +S +L (no ODNR fee)
F. Conversion of a Well (not previously approved as a private water system into a private water system for a non-single-	\$	230.00 +S +L (no ODNR fee)

family dwelling.)		
G. Administrative Variance Application	\$	100.00
H. Board of Health Variance Application	\$	150.00
I. Penalty Late Fee	\$	25% of permit fee
*Includes alteration to private water systems and test wells in addition to original permit fee.		
**There is no additional fee collected for sealing test wells.		

II. Private Water Contractor/Hauler		
A. New Permit/Application	\$	55.00/per vehicle
B. Water Contractor Inspection	\$	200.00
III. Water Samples		
A. Bacteriological		
1. Permit related	\$	Lab Fee Only
B. Other Request (including bacteriological and chemical)	\$	49.00 +L
C. Other licensed facilities served by on-site water supply	\$	49.00 +L
IV. Recreation Vehicle Parks		
A. Sites 3-50	\$	342.00 +S
B. Sites Over 50	\$	342.00 +S
C. Additional Lots Over 50	\$	1.18/per site
D. Temporary Camps	\$	125.00 Max fee of \$500
E. Resident/Day Camps	\$	0.00
F. Penalty Late Fee (RV/Camps/Licenses)	\$	25% of local license fee per state requirement
V. Solid Waste (No State Fees)		
A. Transfer Station	\$	750.00 <i>Fee set by OEPA</i>
B. Scrap Tire Collection Facility	\$	200.00 <i>Fee set by OEPA</i>
C. Compost Facility	\$	300.00 to 30,000.00 <i>Fee set by OEPA</i>
VI. Semi-Public Sewage Systems		
A. Annual Inspection Fee		
1. 15,000-25,000 GPD	\$	330.00/per year
2. 5,000-14,999 GPD	\$	190.00/per year
3. 1,500-4,999 GPD	\$	100.00/per year
4. <1,500 GPD or on lot disposal	\$	50.00/per year
5. Holding Tank	\$	50.00/per year
6. Government, School	\$	35.00/per year
7. Food Service, Pool	\$	0.00/per year
8. Penalty Late Fee (in addition to original permit fee)	\$	25% of permit fee

VII. Sewage		
A. Sewage Treatment Systems (including HSTS, SFOSTS and GWRS unless otherwise noted)		
1. New Installation Permit (HSTS/GWRS)~	\$	650.00 +S
2. New Installation Permit (SFOSTS)	\$	650.00 +S
3. Replacement Installation Permit (HSTS/GWRS)~	\$	80.00 +S
4. Replacement Installation Permit (SFOSTS)	\$	80.00 +S
5. Alteration Permit (HSTS/GWRS)~	\$	190.00 +S
6. Alteration Permit (SFOSTS)	\$	190.00 +S
7. Site Review – permit related	\$	100.00/per lot
8. Subdivision/Lot-Split Site Evaluation	\$	100.00/per lot
9. Design Plan Review	\$	75.00/per lot
10. Subdivision/Lot-Split Plan Review	\$	75.00/per lot
11. Site Re-Evaluation Inspection*	\$	70.00
12. Remodel/Addition – system confirmation inspection**	\$	150.00
13. Remodel/Addition – desk review only	\$	25.00
14. Lot Feasibility Inspection***	\$	125.00/per lot
15. Tank Abandonment Inspection (fee waived if connecting to central sewer)	\$	40.00
16. Re-Inspection Fee (Workmanship)	\$	70.00
17. Subdivision Sketch Plan Review	\$	100.00
18. Adjacent Property Transfer Inspection****	\$	75.00
19. Penalty Fee – Installation Without a Permit (in addition to original permit fee)	\$	25% of permit fee
20. Annual Operation Permit for HSTS and Non-Semi Public SFOSTS	\$	0.00
21. Maintenance Inspection	\$	75.00
22. Collection of Effluent Samples	\$	49.00 +L
~HSTS, SFOSTS and GWRS are all considered different systems and are permitted separately, regardless of location. HSTS and GWRS permits can be combined if purchased at the same time for the same address.		
*Defined as a site visit to verify that site and soil conditions have not changed and the original plan from lot split or subdivision approval can be used. Any conditions requiring a new plan result in an original site review fee.		
**Defined as an inspection to verify primary and secondary sewage system location and function related to another agency permit.		
***Defined as an inspection to confirm a lot is suitable for building per current rules based on a soil report and site inspection.		
****Defined as when an existing residence with an on-site system is transferring property to an adjoining property, fee applies only to when a site visit is required.		
B. Septage Sites		
1. Land Application	\$	16.50/per usable acre
C. Annual Registration		
1. Sewage Installer Registration	\$	19.00
2. Sewage Hauler Registration	\$	0.00
a. Vehicle Permit	\$	13.00/per vehicle
3. Service Contractor Registration	\$	0.00
4. Penalty Fee (performing work without valid registration)	\$	25% plus registration fee
D. Administrative Variance Application	\$	100.00
E. Board of Health Variance Application	\$	150.00

VIII. Pools/Spas/Special Use Pools		
A. Individual Public Pools	\$	590.00 +S
B. Individual Public Spas	\$	415.00 +S
C. Individual Special Use Pools	\$	375.00 +S
D. Penalty Late Fee – Pool Licenses	\$	25% of the local license fee per state requirement
IX. Food Service Operations (Local Fees)		
A. Commercial <25,000 square feet (sq. ft.)		
1. Commercial Level 1 <25,000 sq. ft.	\$	320.00 +S
2. Commercial Level 2 <25,000 sq. ft.	\$	370.00 +S
3. Commercial Level 3 <25,000 sq. ft.	\$	710.00 +S
4. Commercial Level 4 <25,000 sq. ft.	\$	900.00 +S
B. Commercial >25,000 square feet (sq. ft.)		
1. Commercial Level 1 >25,000 sq. ft.	\$	470.00 +S
2. Commercial Level 2 >25,000 sq. ft.	\$	500.00 +S
3. Commercial Level 3 >25,000 sq. ft.	\$	1,800.00 +S
4. Commercial Level 4 >25,000 sq. ft.	\$	1,900.00 +S
C. Non-Commercial <25,000 square feet (sq. ft.) (50% of Commercial Fee)		
1. Non-Commercial Level 1 <25,000 sq. ft.	\$	160.00 +S
2. Non-Commercial Level 2 <25,000 sq. ft.	\$	185.00 +S
3. Non-Commercial Level 3 <25,000 sq. ft.	\$	355.00 +S
4. Non-Commercial Level 4 <25,000 sq. ft.	\$	450.00 +S
D. Non-Commercial >25,000 square feet (sq. ft.) (50% of Commercial Fee)		
1. Non-Commercial Level 1 >25,000 sq. ft.	\$	235.00 +S
2. Non-Commercial Level 2 >25,000 sq. ft.	\$	250.00 +S
3. Non-Commercial Level 3 >25,000 sq. ft.	\$	900.00 +S
4. Non-Commercial Level 4 >25,000 sq. ft.	\$	950.00 +S
E. Mobile	\$	170.00 +S
F. Temporary (No State Fee)		
1. Commercial Temporary	\$	60.00/day
G. Vending	\$	13.84
H. Plan Review (No State Fee)		
1. <25,000 sq. ft.	\$	500.00
2. >25,000 sq. ft.	\$	900.00
I. Remodel Plan Review		
1. <25,000 sq. ft.	\$	300.00
2. >25,000 sq. ft.	\$	600.00
J. Expedited Plan Review (5 business day turn around)	\$	500.00 (in addition to plan review fee)
K. Food Safety Education Classes		
1. Serv Safe Manager Certification Course with Book	\$	175.00
a. Book Only	\$	75.00
b. Class Only	\$	125.00
2. Re-test/Proctor Test for Non DGHD Student	\$	30.00
3. Re-test/Proctor Test for DGHD Student	\$	0.00
4. Level One Certification (P.I.C.)	\$	25.00/per person
5. Group Rates for Level One Certification (to qualify for a group rate, an organization must have a minimum of 26 enrolled)		
a. 26-29 Students	\$	20.00/per person

b. 50-74 Students	\$	15.00/per person
c. 75 or more Students	\$	10.00/per person
L. Penalty Late Fee (food service operation licenses)	\$	25% of local license fee per state requirement
X. Plumbing (No State Fee)		
A. Annual Registration Fee	\$	150.00
B. Residential Permit		
1. Per Fixture	\$	16.00
2. Application (Includes 1 st fixture)	\$	75.00
3. Re-inspection	\$	100.00
4. Residential Water Heater Replacement (no application fee)	\$	55.00
5. Permit Transfer	\$	25.00
C. Commercial Permit		
1. Per Fixture	\$	21.00
2. Application (Includes 1 st fixture)	\$	150.00
3. Plan Review		
a. 1-20 Fixtures	\$	50.00
b. 21-40 Fixtures	\$	100.00
c. 41-60 Fixtures	\$	150.00
d. 61+ Fixtures	\$	250.00
4. Commercial Water Heater Replacement (no application fee)	\$	70.00
5. Re-inspection	\$	100.00
6. Permit Transfer	\$	25.00
D. Partial Inspection (residential, medical gas and commercial)	\$	100.00
E. Medical Gas		
1. Per Outlet	\$	21.00
2. Per System	\$	75.00
3. Application Fee (Includes 1 st fixture)	\$	150.00
4. Plan Review		
a. 1-10 Outlets	\$	100.00
b. 11-30 Outlets	\$	200.00
c. 31 or more Outlets	\$	250.00
5. Re-inspection Fee	\$	100.00
6. Permit Transfer	\$	25.00
F. Late Fee (all plumbing permits)	\$	25% of permit fee
XI. Tattoo and Body Piercing (No State Fee)		
A. Tattooing Services	\$	450.00
B. Body Piercing Services	\$	450.00
C. Combined Body Piercing and Tattooing Services	\$	450.00
D. Temporary body art services for a specific event	\$	150.00

The regulation Governing Setting Fee Schedule for Environmental Health Programs as adopted by the Board of Health on _____ is hereby amended.

Effect of Partial Invalidity

Should any part of this regulation be declared invalid or unconstitutional for any reason, the remainder of this regulation shall not be affected thereby.

Effective Date

The effective date of this regulation shall be January 1, 2024.

Adopted by the Board of Health of the Delaware General Health District this ____ day of ____, 2023.

Patrick Blaney, PE, President
or Briana Donaldson, DO, Vice President
Board of Health
Delaware General Health District

Garrett A. Guillozet, MPA, REHS, AEMT
Secretary and Health Commissioner
Board of Health
Delaware General Health District

1.0 CONVENTION

1.01 CALL TO ORDER AND ATTENDANCE

The August 29, 2023, meeting was held at the Delaware Public Health District located at 470 S. Sandusky Street Delaware, OH and called to order at 7:00 p.m. by Mr. Blayney. Board members present included: Mr. Blayney, Ms. Smith, Mr. Tiberi, Mr. Karr, Ms. Howerton, Mr. Holzapfel, Mr. Hatfield, Dr. Donaldson and Dr. Hickman. Staff members present were Mr. Garrett Guillozet, Health Commissioner, Ms. Amy Whitney, Director of Administrative Services, Ms. Jen Keagy, Deputy Health Commissioner of Community Health, Mr. Dustin Ken, Deputy Health Commissioner of Environmental Health, Mr. Adam Howard, Deputy Health Commissioner of Preventive Health, Mr. Matt Clark, Fiscal Officer and Ms. Lisa Brown, Administrative Assistant to the Health Commissioner. Public in attendance: Mr. Glen Needham, Public Health Entomologist.

1.02 CONSENT ITEMS

6.012 Appropriations A-G

6.014 Fees A

6.016 Inventory A-C

6.017 Advances/Transfers A-D

6.018 Funds A-B

6.021 Authorization/Employment A-E

6.022 Classification/Promotion A- D

6.033 Community Health A

6.034 Preventative Health A

6.054 Legal Issues A

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

1.03 APPROVAL OF MINUTES

Mr. Karr moved to approve the July 25, 2023. Dr. Donaldson seconded the motion. The motion carried unanimously.

1.04 APPROVAL OF BILLS

Ms. Howerton moved to approve the July 2023 bills. Mr. Hatfield seconded the motion. The motion carried unanimously.

2.0 STAFF REPORTS

2.01 HEALTH COMMISSIONER

Levy:

Yard signs have been completed and available for Board members to take.

Staff are reviewing precinct levels and identifying areas that performed very well and areas that present some challenges.

The first round of social media advertisements has been posted to Facebook. Post has received good feedback from the community.

Mr. Guillozet met with Commissioner Merrill today and had a good discussion about gaining support with the electives and community members at large.

Staff are working to get a placement on the Rotary agenda and will provide a levy presentation at the Community Partnership meeting on September 7, 2023.

The agency has a 3 foot by 10 foot banner that will be displayed at the Delaware County Fair. After the fair, the banner will be displayed at different locations throughout Delaware County. Also, two billboards will be utilized in the month of October.

Building:

Waiting on the lighting programmer to come back.

All the electrical work has been finished.

Painting was completed today.

King Business Interiors to come back and fix a couple furniture problems.
Flooring has been completed.

Kane Proposal:

Mr. Guillozet presented a proposal from Kane Learning to facilitate strategic planning. The expenditure of funds is grant funded by the Workforce Development Grant and \$25,000 has been budgeted.

Mr. Tiberi moved to approve the Kane Learning proposal. Dr. Hickman seconded the motion. The motion carried unanimously.

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.

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

B. Health Levy PAC – Dave Knowlton filed the 1st half financial report to the BOE on July 26, 2023. \$11,896.04 balance total in checking/savings.

Information Only

2.03 COMMUNITY HEALTH

2.04 ENVIRONMENTAL HEALTH

2.05 PREVENTATIVE HEALTH

2.06 ADMINISTRATION

4.04 CITIZEN REQUEST – Mr. Glen Needham was in attendance to observe meeting.

6.0 NEW BUSINESS

6.012 APPROPRIATIONS

A. Odd Year WIC Administration – Requested Board approval to transfer the current 2023 Odd Year WIC Administration (70951509) expense appropriation in the amount of \$10,000 from Salaries to Materials and Supplies and \$10,000 from Salaries to Services & Charges (\$20,000 total from Salaries). 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.

The Board approved item on consent.

B. Workforce Development Grant – Requested Board approval to transfer the current 2023 Workforce Development Grant (75551403) expense appropriation in the amount of \$10,000 from Benefits to Services & Charges. 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.

The Board approved item on consent.

C. Fleet – Requested Board approval to increase the current 2023 Fleet (TBD) expense appropriation from \$0 to \$150,000.00. This change is necessary to start appropriation in a new fund as shown in 6.018(A). A copy of the budget revision form was provided to the Board.

The Board approved item on consent.

D. Other EH Fee Based Programs – Requested Board approval to increase the current 2023 Other EH Fee Based Programs (TBD) expense appropriation from \$0 to \$73,268.00. This change is necessary to start appropriation in a new fund as shown in 6.018(B). A copy of the budget revision form was provided to the Board.

The Board approved item on consent.

E. Swimming Pool – Requested Board approval to increase the current 2023 Swimming Pool (70851508) expense appropriation from \$60,650.09 to \$67,450.00 and update the revenue budget. 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.

The Board approved item on consent.

F. Injury Prevention Grant – Requested Board approval to increase the current 2023 Injury Prevention Grant (71351521) expense appropriation from \$0 to \$110,000.00. This change is necessary to start appropriation in a new ODH grant. A copy of the budget revision form was provided to the Board. **Action**

The Board approved item on consent.

G. Wellness – Requested Board approval to increase the current 2023 Wellness Program (71251520) revenue budget from \$0 to \$5,000.00. This change is necessary to accept revenue from wellness workplace initiatives. A copy of the budget revision form was provided to the Board.

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 September 23, 2023. A copy of the Fee schedule was provided to the Board.

The Board approved item on consent.

6.016 INVENTORY

A. Equipment Disposal – Requested Board approval of disposal of 2003 Sportsman trailer. Model number #3004BHSS Cost \$4,570. This was sold on GovDeals for \$6,200.

The Board approved item on consent.

B. Portable Audiometer - Requested Board approval to remove portable audiometer, Beltone Scout – ID #00640, from inventory. This machine no longer passes calibration and is unusable. The Health District has not provided this service for a number of years but does loan out existing equipment to school districts for their use.

The Board approved item on consent.

C. Donation - Requested Board accept the donation of breastfeeding bras from Leading Lady. Lactation services within WIC and Clinical Services Unit will give the products to families in need of them until the supply is depleted. Total value estimated at approximately \$1,200.00.

The Board approved item on consent.

6.017 ADVANCES/TRANSFERS

A. Advance – Requested Board approval for an advance in the amount of \$200,000.00 from the General/Public Health Fund (70225111) into the Public Health Workforce special revenue fund (75551408) for cash flow purposes due to the new fund being established last month and is a reimbursable grant fund. The advance will be returned to the General/Public Health Fund upon sufficient fund balance requirements.

The Board approved item on consent.

B. Advance – Requested Board approval to return the FY2021 advance of \$150,000.00 from the Workforce Development Grant special revenue fund (75551403) to the Administration child key of the Public Health Fund (70225111). This fund has sufficient cash balance to return the advance.

The Board approved item on consent.

C. Advance – Requested Board approval to return the advance of \$50,000.00 from the Public Health Emergency Planning special revenue fund (71751519) to the Administration child key of the Public Health Fund (70225111). This fund has sufficient cash balance to return the advance.

The Board approved item on consent.

D. Advance – Requested Board approval for an advance in the amount of \$110,000.00 from the General/Public Health Fund (70225111) into the Injury Prevention Grant special revenue fund (71351521) for cash flow purposes due to the award from ODH for this reimbursable grant that begins 10/1/2023. The advance will be returned to the General/Public Health Fund upon sufficient fund balance requirements.

The Board approved item on consent.

6.018 FUNDS

A. Fleet – Requested Board approval to create a new child key of the Public Health Fund (Fund 702). Currently, DPHD vehicle charges are booked to the Administration child key and various grants/funds where an employee is assigned a DPHD vehicle. DPHD fiscal staff will implement an indirect cost plan commencing in FY2024, and segregating these charges will make cost analysis easier and more transparent. Also, it allows for employees not to be tied to a specific vehicle, where then costs would be more equally shared DPHD-wide. This was specified in the approved 2024 DPHD Budget. The new name and child key number will be “Fleet” and TBD.

The Board approved item on consent.

B. Other EH Fee Based Programs – Requested Board approval to create a new child key of the Public Health Fund (Fund 702). The Environmental Health Division is requesting a new child key to replace three child keys which are redundant and no longer needed. The three child keys that will remain for run-off in FY2023 but will be closed next year are Emergency Response (70225442), Residential Services (70225445), and Food Protection (70225447). This was specified in the approved 2024 DPHD Budget. The new name and child key number will be “Other EH Fee Based Programs” and TBD.

The Board approved item on consent.

6.021 AUTHORIZATION/EMPLOYMENT

A. Administrative Assistant II/ Ms. Malissa Clark – Requested Board approval to hire Mrs. Malissa Clark to full-time Administrative Assistant II position with the Environmental Health Division. This position is 40 hours a week.

The Board approved item on consent.

B. Director of Nursing/Program Manager Ms. Milu Nguyen – Requested Board confirm the hire of Ms. Milu Nguyen to fill the full-time permanent Director of Nursing/Program Manager of CSU within the Preventative Health Division effective 08/28/2023. Position is funded 15% from Get Vaccinated (70225558), 10% from CMH (70225556), 5% from CK (70225232), and 70% from Community Health & Clinic Services (70225555).

The Board approved item on consent.

C. Health Professional II / Ms. Jacquelyn Fewings – Requested Board confirm the hire of Ms. Jacquelyn Fewings to fill the full-time permanent WIC HP II position within the Preventative Health Division effective 08/21/2023. Position is funded 100% from WIC (70951509).

The Board approved item on consent.

D. Public Health Nurse III / Ms. Jen Kerr – Requested Board confirm the hire of Ms. Jen Kerr to fill the full-time permanent PHN III position within the Preventative Health Division effective 08/28/2023. Position is funded 15% from Get Vaccinated (70225558), 10% from CMH (70225556), 5% from CK (70225232), and 70% from Community Health & Clinic Services (70225555).

The Board approved item on consent.

E. Epidemiologist I / Ms. Christine Campbell – Requested Board confirm the hire of Ms. Christine Campbell to fill the full-time permanent Epidemiologist I position within the Preventative Health Division effective 08/28/2023. The position is funded 50% from PH Emergency Planning (70225228) and 50% from Public Health Disease Prevention (70225554).

The Board approved item on consent.

6.022 CLASSIFICATION/PROMOTION

A. Requested Board approval to modify Administrative Director position (Pay Grade R) to Chief Operating Officer position (Pay Grade T) and to promote Ms. Amy Whitney to the newly modified position. The Personnel Committee reviewed and supported this proposed change.

Mr. Tiberi moved to approve Classification/Promotion of Ms. Amy Whitney. Mr. Karr seconded the motion. The motion carried unanimously.

B. Promotion Without Competition / Ms. Amanda Hubbard – Requested Board approval to promote without competition Ms. Amanda Hubbard from Administrative Assistant I to Administrative Assistant II within the Preventative Health Division effective September 2, 2023. The position is funded 100% from WIC (70951509).

The Board approved item on consent.

C. Promotion Without Competition / Ms. Taylor Jagers – Requested Board approval to promote without competition Taylor Jagers from Community Health Specialist 1 (pay grade F) to Community Health Specialist 2 (pay grade H) within the Community Health Division effective September 2, 2023. The position is funded 100% out of the Older Adults Falls Injury Prevention Grant.

The Board approved item on consent.

D. Promotion Without Competition / Ms. Alyssa Hillier – Requested Board approval to promote without competition Alyssa Hillier from Community Health Specialist 1 (pay grade F) to Community Health Specialist 2 (pay grade H) within the Community Health Division effective September 2, 2023. The position is funded 100% out of Community Health Admin (70225222).

The Board approved item on consent.

6.025 SALARY SCALE/POLICIES/BENEFITS

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

Time Entered into Executive Session: 7:15 p.m.

Motion By: Mr. Tiberi
Second: Mr. Hatfield

Mr. Blayney: yes
Dr. Donaldson: yes
Mrs. Smith: yes
Mrs. Howerton: yes
Mr. Karr: yes
Mr. Hatfield: yes
Mr. Tiberi: yes
Mr. Holzapfel: yes
Dr. Hickman: yes

Motion to exit Executive Session and to return to General Session at 8:18 p.m.

Motion By: Mr. Tiberi
Second: Dr. Hickman

Mr. Blayney: yes
Dr. Donaldson: yes
Mrs. Smith: yes
Mrs. Howerton: yes
Mr. Karr: yes
Mr. Hatfield: yes
Mr. Tiberi: yes
Mr. Holzapfel: yes
Dr. Hickman: yes

B. Employee Compensation: Mr. Guillozet requested that the Board of Health provide a one-time across-the-board raise, in the amount of ____% to all eligible employees as outlined in the Personnel Policy. The raise will be effective on September 2, 2023. The proposed compensation increase was discussed and reviewed at the July 25, 2023 Personnel Committee Meeting.

Dr. Donaldson moved to table item. The motion was seconded by Ms. Smith. The motion carried unanimously.

C. Position Series Control Plan: Mr. Guillozet request the Board approve a revised Classification Plan for the Delaware County General Health District for the Purposes of Efficiency:

WHEREAS, the Board of Health has the power to set the level of compensation for its employees pursuant to R.C. 3709.16.

WHEREAS, this power exempts the Board of Health from the ODAS county classification plan pursuant to R.C. 124.14(B).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF HEALTH OF THE DELAWARE COUNTY GENERAL HEALTH DISTRICT THAT:

The Classification/Position Listing and Classification Specifications attached hereto as "Exhibit A" shall constitute the Classification Plan for the Delaware County General Health District. Individual positions occupied by employees of the Delaware County General Health District shall be part of the identified classification, and classification series if applicable, in accordance with this plan.

Ms. Smith moved to approve the Classification Plan. Mr. Tiberi seconded the motion. The motion carried unanimously.

D. Table of Organization- Requested Board approval of the update Table of Organization. The update table of organization better aligns programs across the district and has been reviewed by the Personnel Committee.

Ms. Smith moved to approve the Table of Organization. Ms. Howerton seconded the motion. The motion carried unanimously.

6.033 COMMUNITY HEALTH

A, Capacity Building for Healthy Eating and Active Living (HEAL) Grant – Requested board approval to apply for the Ohio Department of Health *Capacity Building for Healthy Eating and Active Living (HEAL)* grant in the amount of up to \$25,000 for the funding period 10/01/2023–09/29/2024. The goal of the grant is to provide funding for community assessment and engagement with local community residents while working toward sustainability and expansion of these efforts within the county/jurisdiction. If funded, the Community Health Division requests board approval to expend grant funds according to the Notice of Award. Funding is reimbursable based on completed deliverables.

The Board approved item on consent.

6.034 PREVENTATIVE HEALTH

A. Apply for COVID-19 Enhanced Operations grant – Requested Board confirm application for the application of the COVID-19 enhanced operations grant provided by Ohio Department of Health. This funding runs through August 31, 2024, and allows for activities designed to provide infection prevention and control in the community which may include mobile medical units, IT equipment and systems, laboratory supplies and other items. If funded the Preventative Health Division requests Board approval to expend grant funds according to the Notice of Award.

The Board approved item on consent.

6.052 POLICIES

A. Personnel Policies: Mr. Guillozet requested the Board to adopt revisions to the Personnel Policy. The Personnel Committee met on July 25, 2023, and reviewed the purposed changes. The proposed changes were also sent to the Board of Health for review prior to the meeting. Upon adoption, the Personnel Policy will be effective immediately with the exception of the Personal Leave Accrual which shall be effective on January 1, 2024. All previous versions of the Personnel Policy will be rescinded upon adoption.

Ms. Howerton moved to approve the Personnel Policies. Ms. Smith seconded the motion. The motion carried unanimously.

6.054 LEGAL ISSUES

A. Solid Waste Nuisance – Requested Board Approval to forward solid waste complaint for 214 High St, Ashley, OH to the Delaware County Prosecutor for further action and abatement.

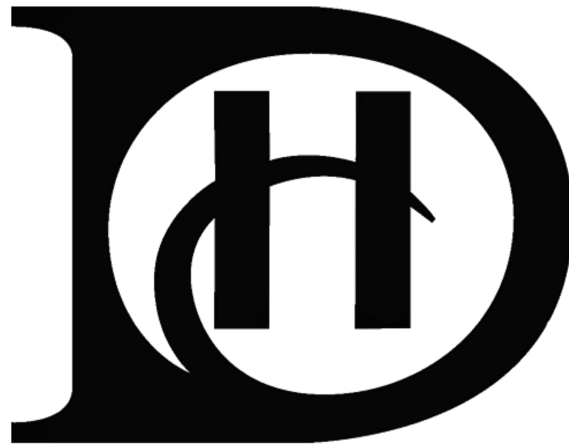
The Board approved item on consent.

ADJOURN

The meeting adjourned at 8:34 p.m.

Patrick Blayney, President Date
or Dr. Briana Donaldson, Vice President

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



**Delaware Public
Health District**

Dedicated to your health

Division Reports
Board of Health
Regular Meeting
September 26, 2023

Strategic Objectives:

- Participated in a radio interview with Sheriff Blazer on August 31st
- Attended Commissioner's session on August 7, 2023
- Held a fiscal operations meeting to discuss improvements in fiscal operations
- Provided an update to the Partnership for a Healthier Delaware County
- Conducted a tour of the new building for the Delaware County Commissioner's Office
- Attended a Data Transformation training session on September 13th
- Participated at the DelCo Fair for various events

Internal Meetings:

- Held an all-staff meeting to review actions of the board of health and to provide updates
- Held SLT to discuss fiscal/operational issues
- Met with Administrative Assistants to discuss lobby logistics
- Held Leadership Team meeting
- Received HVAC training for new facility
- Met with the leadership team for updates/discussions

External Meetings:

- Attended AOHC Central Region Meeting
- Attended AOHC Board and Public Affairs Committee meetings as an At-Large Director
- Attended the AOHC Fall Conference from September 13-15
- Attended AOHC Board Meeting
- Conducted a OPHAB meeting as Chair of the Board on September 15th
- Met with King Business Interiors at to discuss furniture punch-list issues
- Met with Superintendent Hodge to discuss partnerships with DCBDD
- Provided a DPHD update to the Delaware County Chamber of Commerce on September 20th
- Met with UnitedWay leadership on September 20th
- Attended the Delaware Leaders meeting on September 22nd

Community Engagement – Division

- DCBDD Annual Block Party – Rene Vance, Janet Naticchia, Craig Sox
- Harlem Festival – Todd Goodsite, Craig Sox
- Delaware County Fair – Todd Goodsite, Craig Sox
- Monthly Township meetings represented – Genoa (Todd), Kingston (Kelli), Troy (Amy)

Human Resources – Amy Whitney, Rene Vance

- Rene Vance attended the first training of six trainings in the series “Human Resources Six-Pack”, a Human Resources training conducted by two attorneys through the Delaware Chamber of Commerce
- Recruiting/Onboarding – 3 new hires (AA’s in CH & EH and PHN3 in PH), posted a REHS position in the food unit of EH
- Amy Whitney had a table at the Career Fair at Ohio Wesleyan University
- Amy Whitney attended the HR Council meeting for the Chamber of Commerce

Operations – Amy Whitney, Craig Sox

- Building
 - Passed fire extinguisher and exit light inspection.
- Fleet
 - Switching to gas cards for the agency vehicles through WEX
 - 3 cars went in for recalls (Ford)
 - 3 cars went in for basic maintenance
- Craig Sox helped twice with evening mosquito spraying with EH

IT – Todd Goodsite, Wes Stone

- Todd and Wes attended the OSU Tech Summit
- Todd and Wes continued to set up the conference rooms and complete building projects.

Fiscal - Matt Clark, Janet Naticchia, Joanne Stull

- Janet Naticchia balanced and closed out the Enhanced Operations Grant

Communications & Social Media – Traci Whittaker

- August press releases included:
 - [Free Events Offered In Celebration of Breastfeeding Awareness Month](#)
 - [Mosquito Spraying Set for City of Delaware, Ostrander, Scioto, Brown Townships](#)
 - [Mosquito Spraying Rescheduled for Delaware, Set for Scioto Township](#)
 - [Mosquito Spraying Set for Ashley, Oxford Township](#)
 - [‘Drive Sober or Get Pulled Over’ to Kick Off Aug. 18](#)
 - [Overdose Awareness Day, Month to be Recognized with Community Events](#)
 - [Free Minimize Risk, Maximize Life Course to be Offered at Delaware County District Library](#)
 - [Multiple Communities to be Sprayed Due to Positive WNV Traps](#)
 - [DPHD New Location to Open Aug. 28, 2023](#)
 - [Two Invasive Tick Species Found in Delaware County, One For the First Time](#)

- [Mosquito Spraying Set for Brown, Thompson, Troy Townships](#)
- Distributed info related to DPHD coalition work on the social media pages of Keep Delaware County Beautiful, SAFE Delaware, and WIC Delaware Morrow Union.
- [August DPHD E-news](#) was distributed on 8/18/23.
- August's Top Facebook Posts/Ads at end of the report (Google Analytics not available for month of August – will include in September's Board Report)
- Abbey met with the Delaware County Trail Committee to discuss and award trail applications sent in by municipalities from around the county.
- Met with Delaware City Police Chief Adam Moore to discuss a naloxone pilot project.

Accreditation, Performance Management & Quality Improvement – Kelli Kincaid

- See agenda items

Awareness & Outreach Events – Aly Hillier

- Police National Night out (Genoa Twp. & Powell)
- Delaware Moms Playgroup
- Delaware Co Employees Health Fair
- First Friday
- Farmers Market
- 4H Carteens
- HPV 5k/fundraiser
- Union County Moms Playgroup
- Dempsey MS Vaccine Clinic
- Hayes HS Vaccine Clinic
- Farmers Market (Millers Country Garden)
- Farmers Market (Marysville)
- Buckeye Valley MS Vaccine Clinic
- SAFE's Drive Sober Get Pulled Over
- Olentangy River Clean Up
- Harlem TWP Fall Festival
- Farmers Market (Westerville)
- Shawnee Hills Safety Day
- Woodward Elementary School Walk to School on First Day
- Buckeye Valley HS Vaccine Clinic
- Morrow County Moms Playgroup
- Delaware County Board of Developmental Disabilities Annual Block Party
- Union County Baby Shower

TOTAL: 23 Community Events**Epidemiology Projects – Emily Lipp**

- The Annual Overdose Report was published on 8/31.
- Working on stimulant prescriptions report for the CHA update.

CHA/CHIP & The Partnership Updates – Hali Burleson, Josie Bonnette, Aly Hillier

- **Healthy Behaviors**
 - Josie (DPHD) was asked to plan a community fair *Fall into Health* with Unity Community Center, City of Delaware Parks & Rec and SourcePoint. The focus of the event is to introduce the equipment that was installed from funding of AARP Livable Communities grant awarded to the City of Delaware. Josie & Abbey will be leading their first community bike ride at this event on September 30.
 - See HEAL update for more updates.
- **Mental Health & Addiction**
 - Binge Drinking/One Standard Drinks coasters and posters were distributed to Free Delaware to be distributed to businesses who serve alcohol.
 - Minimize Risk, Maximize Life (MRML) low risk drinking course posters were distributed to churches who host AA meetings.
- **Access to Care**
 - Hali assisted in planning & implementing a QPR training for Delaware Chamber of Commerce.
- **Community Conditions**
 - Taylor and Abbey attended the quarterly Housing Alliance meeting.

Healthy Eating Active Living (HEAL) Program – Josie Bonnette

- Josie submitted the 2024 Tier 2 funding application.
- Josie and Abbey delivered bikes and supplies to the TreeHouse youth transitional home to be utilized by the residents.

- Josie and Abbey tested the bike route for the upcoming Unity Community Center event.
- Taylor and Josie completed the People in Need post assessment showing an improvement in healthier food pantry options after implementing SWAP.
- Josie met with Ostrander Youth Athletic Association and the City of Sunbury to review implemented Mini Grant funded environmental changes.

Project DAWN – Hali Burleson, Aly Hillier, Emily Lipp, Taylor Jagers, Kelsey Kuhlman

- 116 Naloxone boxes were distributed; 12 of which were transferred to Columbus Zoo EMS
- Overdose Awareness Events kicked off and included:
 - Overdose Awareness Day (8/31) @ OWU – 49 Narcan kits
 - 2nd Annual Marissa Brooke Golf Tournament – 33 Narcan kits
 - Maryhaven CPR – 2 Narcan kits
- Delaware County Jail is being awarded one of six (free) naloxone vending machines from Ohio Mental Health & Addiction Services (OMHAS); the plan is to have it in the public area of the new Bixby Campus; the Jail is also working toward establishing a new Project DAWN site for newly released inmates.
- Hali attended the monthly Recovery Ohio Drug Trends meeting.

SAFE Grant, Car Seat & CarFit Program – Jackie Bain

- **Safe Communities**
 - Drive Sober or Get Pulled Over SAFE event held at Jon Peterson Memorial Plaza
 - 7 SAFE Facebook posts reached 1,726 people
 - 8/4/23: Attended Delaware First Friday (estimated reach ~ 200 people)
 - 8/7/23: Held a SourcePoint driver safety talk with an occupational therapist from driver rehabilitation at Ohio Health (8 attended)
 - 8/9/23: WDLR Radio interview on “In Your Backyard” on Mature Driver Safety
 - 8/17/23: SAFE Delaware County Coalition meeting (13 attended)
 - 8/17/2023: Fatal Crash Data Review Committee met and reviewed 9 fatal crashes (9 attended)
- **Child Passenger Safety**
 - 24 car seat installations were inspected by Delaware County CPSTs. The error rate was 60%.
 - 7 car seats were distributed to income eligible residents.

Older Adult Falls Prevention Program – Taylor Jagers

- The Injury Prevention Falls Among Older Adults (IF24) Notice of Award was published from ODH and DPHD will be receiving \$110,000 in year one.
- Taylor participated in the quarterly Stepping up to Prevent Falls meeting.

CH Manager’s Activities – Abbey Trimble & Kelsey Kuhlman

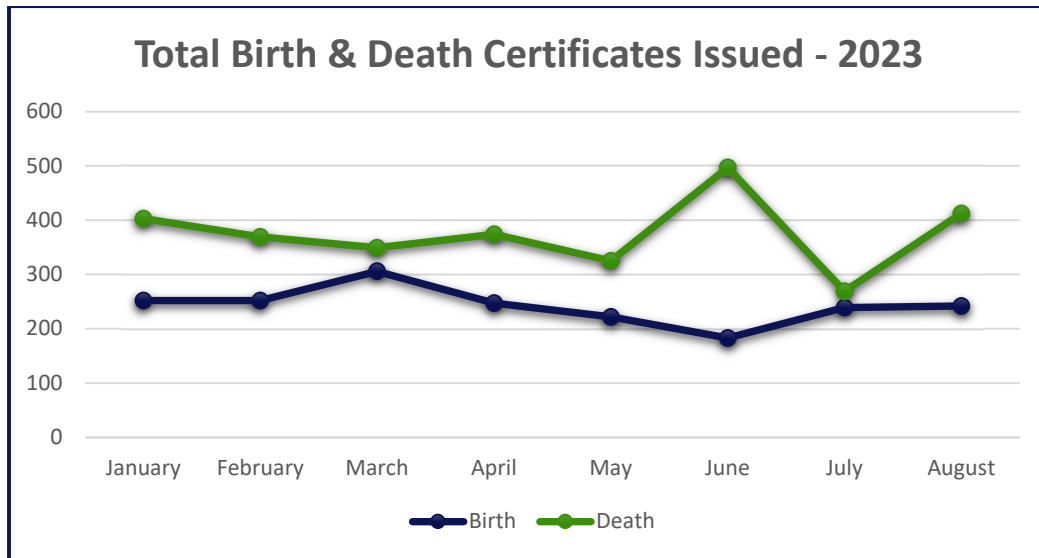
- Kelsey attended the Delaware-Morrow Mental Health Recovery Services Board Annual Open House event with the Health Commissioner.
- Kelsey spoke at the SAFE event, Drive Sober or Get Pulled Over focusing on binge drinking data from the CHA and the upcoming Minimize Risk, Maximize Life community class.
- Kelsey and Abbey assisted with a Delaware City School organized Walk to School event to get children safely to Woodward Elementary School.

- Kelsey assisted the Vector Program by assisting with nightly mosquito spraying.
- Kelsey attended planning meetings for PEACE Coalition, Project DREAMS, Integrating Harm Reduction Grant activities, and Overdose Awareness Day.
- Kelsey continued to plan the pilot Sexual Health Education presentation with OLSD schools; thus far Olentangy High School and Olentangy Berlin High School has scheduled dates for presentations in the fall.
- Abbey attended the City of Delaware and Oxford Township meeting to share Health District updates.
- Abbey participated in the Olentangy River Cleanup event in partnership with the City of Delaware.
- Abbey participated in the quarterly Stepping up to Prevent Falls coalition meeting.

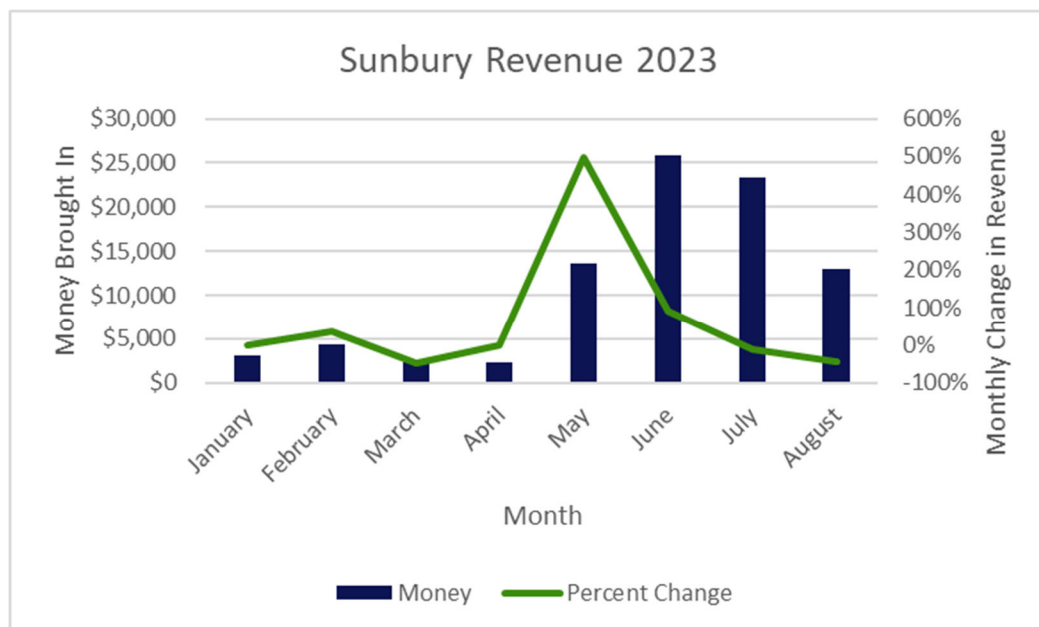
CH Deputy Health Commissioner Activities – Jen Keagy, MPH, MCHES

- Met with Syntero to plan upcoming onsite counseling sessions for DPHD staff as part of the Backing the Frontline program.
- Attended a student opioid presentation at the Delaware County Commissioner's session.
- Facilitated meeting between HelpLine and the new Health Commissioner.
- Participated in "Change Style Preference: Strengthening Your Capacity to Lead Self & Others" training sponsored by The Ohio State University.
- Met with CH managers to discuss car seat program data and staffing.
- Facilitated a meeting for all Administrative Assistants and management to discuss the front lobby logistics related to opening to the public.
- Attended the SAFE Coalition "Drive Sofer or Get Pulled Over" Kick-Off event.
- Attended the Delaware County Opioid Work Group meeting.
- Assisted the EH Division with mosquito spraying.
- Facilitated an internal meeting to review and revise messages and the flow of incoming calls to the agency.
- Attended a meeting with the Central Ohio Pathways HUB to discuss the role of Community Health Workers (CHW).

Vital Statistics – Ronda Hess & Monica Wallace



Sunbury Satellite Office – Monica Wallace



Environmental Health Division Report

Submitted by:

Deputy HC of EH Dustin A. Kent, MPH, REHS

Manager of WQ & PI Glynnis Dunfee, REHS

Manager of FP & PS Shannon Self, REHS

Manager of SW & VC Sarah Fink, REHS

Date: September 18, 2023

Plumbing

AUGUST

Program	Inspection Performed	Red Tags (Combined)
Residential Plumbing	637	42
Commercial Plumbing	99	

Food Safety

AUGUST

Program	License Classification	Inspection Count
Food	Risk 1	4
Food	Risk 2	6
Food	Risk 3	48
Food	Risk 4	46
Food	Vending	
Food	Reinspection	25
Food	Mobile	9
Food	Pre-license inspections (new facilities)	5
Food	Temporary	3

- Plans submitted in July for new or remodeled facilities = 4
- We received the results for the ODA survey and DPHD is “approved” to conduct the program.

Sewage Treatment

AUGUST

Program	Count
Septic Permits Issued	18
Add-on-Remodel	44
Septic Permit Applications	14
Administrative Finals Completed	23

Solid Waste

Mel Adams has been working closely with Ohio EPA DMWM to ensure licensing process for new transfer station has been running smoothly.

Nuisance Inspections

AUGUST

Nuisance Complaints	Received	Abated	Ongoing
Total	12	7	5
<i>Food, Body Art, Campgrounds</i>	4	4	0
<i>Sewage</i>	1	0	1
<i>Solid Waste, Vector</i>	7	3	4

Pools

AUGUST

Program	License Classification	Inspection Count
Pools	N/A	85
Pools	Reinspection	17

Vector Control

AUGUST

Rabies	Dogs	Cats	Bats	Total
Exposures	25	4	4	33

MOSQUITOES

Collection week	Female Culex trapped	# of mosquito pools tested by state lab	# of mosquito pools testing positive for WNV	MIR (Minimum Infection Rate)
MMWR 31 (Jul 30-Aug 5)	512	24	2- Delaware, Ashley	3.91
MMWR 32 (Aug 6-12)	2729	67	20- Genoa (5), Harlem (2), Delaware (3), Scioto (4), Concord, Orange, Shawnee Hills (2), Powell (2)	7.33
MMWR 33 (Aug 13-19)	1585	44	14- Troy, Brown, Genoa (2), Delaware (2), Thompson, Scioto (4), Powell (2)	8.83
MMWR 34* (Aug 20-26)	891	25	9- Berkshire, Genoa, Harlem, Delaware (3), Marlboro, Ashley, Kingston	10.10
MMWR 35* (Aug 27-Sep 2)	1155	27	10- Thompson, Scioto (2), Liberty (3), Delaware (2), Shawnee Hills, Powell	8.66
MMWR 36* (Sep 3-9)	1433	32	13- Brown (5), Porter, Genoa (2), Harlem (4), Sunbury	9.07
2023 Total	19,166	510	79	4.12

Female *Culex* mosquitoes (the vector for West Nile Virus) caught from the same trap site on the same night are grouped into pools of 50 or less mosquitoes for testing.

*MMWR Weeks 34-36 only half of traps set weekly due to decreased staff. Decision made to end trapping week of 9/11 due to decreasing nightly temperatures and limited resources

Spray missions:

Thursday 8/3: Brown Twp; Ostrander Twp

Tuesday 8/8: City of Delaware; Scioto Twp

Wednesday 8/16: Ashley/Oxford Twp

Tuesday 8/22: Genoa Twp; Harlem Twp; Scioto Twp; Concord Twp/Shawnee Hills

Wednesday 8/23: City of Delaware

Thursday 8/24: Orange Twp; City of Powell

Thursday 8/31: Troy, Brown and Thompson Twp

Monday 9/11: City of Delaware; Berkshire Twp; Marlboro Twp; Kingston; Ashley/Oxford

Wednesday 9/20: Liberty Twp; Sunbury

DPHD conducted a bottle bioassay to test mosquitoes for insecticide resistance; all tested mosquitoes had expired within the diagnostic time (indicating our local mosquito population is not resistant to the active ingredient permethrin).

TICKS

DPHD vector staff returned to the Orange Township Park where the invasive Asian Longhorned tick was found on 9/15. No invasive species were found, only 6 larval rabbit ticks (which do not bite people nor carry disease).

Private Water

AUGUST

Program	Count
PWS Permits Issued	2

Body Art

AUGUST

Program	Count
Body Art	0

Campgrounds

AUGUST

Program	Count
Campgrounds	1

Schools & Institutions

August

Program	Inspection Count
Schools	0

Inspections have not yet begun for 2023-2024 school year.

Meetings/Trainings

Equipment

No Report

Personnel

- Hired Maria Redding to the Administrative Assistant Position September 18, 2023.

ADMINISTRATION & EDUCATION

Unless otherwise notated, graphs and data represent the entirety of the previous month, while general information and notes represent activity from August 16, 2023 – September 15, 2023

Public Health Ambassador Activities:

- On 09/13/23 medical students from OU spent time at DPHD learning about public health in lecture and followed by shadowing experiences with WIC and Clinical Services Units. The goal of the program is to give a view of local public health to future physicians.

Community Engagement:

- Amadou Djigo attended the CORPH Regional Epi Workgroup meeting on 08/17/23. During the meeting, the following were reviewed: ODRS enhancement, the regional epi plan, eclipse planning, PHEP epi training, and regional updates.
- Lauren Robinson gave WIC Farmers Market Vouchers at Westerville Farmers Market on 08/19/23.
- James McQuone and Lori Kannally attended the Central Region Healthcare Emergency Preparedness Coalition meeting facilitated by COTS on 08/22/23.
- Lori Kannally attended the COTS Coalition Operations Advisory Board meeting on 8/22/23.
- James McQuone attended the Central Ohio Region Public Health Planners meeting on 08/24/23.
- Sara Bayless hosted a moms play group with Help Me Grow in Morrow County on 08/30/23.
- Union County WIC hosted a community baby shower on 08/31/23 with 13 WIC participants and 7 community partners that presented to the group.
- Lauren Robinson, Adam Heydinger, and Christine Campbell attended the 3rd quarter CHIP Partnership update meeting on 09/07/23.
- DPHD hosted the WIC directors central biannual meeting on 09/11/23.
- James McQuone attended a technical assistance call with ODH as part of the Cities Readiness Initiative on 09/11/23.
- James McQuone and Lori Kannally met with Kyle Lindemann, the Regional Public Health Coordinator, on 09/12/23 to discuss future CORPH priorities, review volunteer management and development processes, and explore training needs.
- On 09/13/23, DPHD hosted the Ohio Public Health Association's governing council meeting. The group discussed strategic direction and planning.
- Lauren Robinson attended Delaware County Family and Children First Council meeting on 09/13/23.
- Sara Bayless presented the breastfeeding outreach projects this year to other counties around the state involved in the Coffective partnerships to improve breastfeeding outcomes on 09/13/23.
- Lauren Robinson attended NACCHO's Maternal and Child Health workgroup on 09/13/23.

- Lauren Robinson attended the Early Intervention Committee launch meeting on 09/14/23.
- Jacquelyn Fewings and Sara Bayless attended Strengthening Families Movie night on 09/15/23.
- Adam Howard attended the Ohio Public Health Advisory Board meeting on 09/15/23. During the meeting BMI collection in Ohio schools (OAC 3701-65-01), animal bites and rabies (OAC 3701-3-28, 29, 30), smoking prohibitions (3701-52-05, 09), and newborn safety incubators (3701-86) rules were recommended for approval.
- James McQuone met with Alex McCarthy, Director of the Delaware County Office of Homeland Security and Emergency Management (DCOHSEM), to discuss how DPHD and DCOHSEM can improve their partnership.
- DCRU staff participated in the weekly epi calls.

Staffing & Training:

- Lauren Robinson attended the NICHQ webinar on Community-based approaches to infant safe sleep and breastfeeding promotion on 08/23/23.
- James McQuone attended the Ohio Points of Dispensing Training on 08/23/23.
- On 08/25/23 Erin Kelley participated in the Cribs4Kids Safe Sleep Webinar.
- James McQuone attended the Medical Counter Measures Program Evaluation Seminar on 08/29/23.
- Lori Kannally and James McQuone attended the Ohio Public Health Communication Systems training for organizational admins regarding the migration to Juvare on 08/30/23.
- On 09/05/23 Susan Nichols conducted a training for CSU staff on administration of Yellow Fever and adult RSV vaccine.
- Amadou Djigo attended the data visualization workshop hosted by ODH on 09/12/23. During the training, participants looked at some of the current visualizations coming out of local health districts and talked about the tweaks you can put into place to communicate data effectively. They also discussed four data visualizations processes: What's the point?, who is the audience & how will this be delivered to them?, what is the best chart type?, and how can you sharpen the point?
- Amadou Djigo attended the Applied Field Epidemiology Program meeting on 9/13/2023. During the meeting, Dr. Jay Flint presented an overview of the new CVM One Welfare and Sustainability Center.
- Lauren Robinson attended a webinar with Dr. Hale and Dr. Krutsch: Unlocking Insights from Lactational Pharmacology Experts on 09/14/23.
- Amadou Djigo and Christine Campbell attended the PHEP- Epi quarterly meeting on 9/14/23. Bioterrorism and the biological threat, CDC and FBI-WMD response process, and Joint Criminal-Epidemiologic Investigation Model were discussed during the meeting.

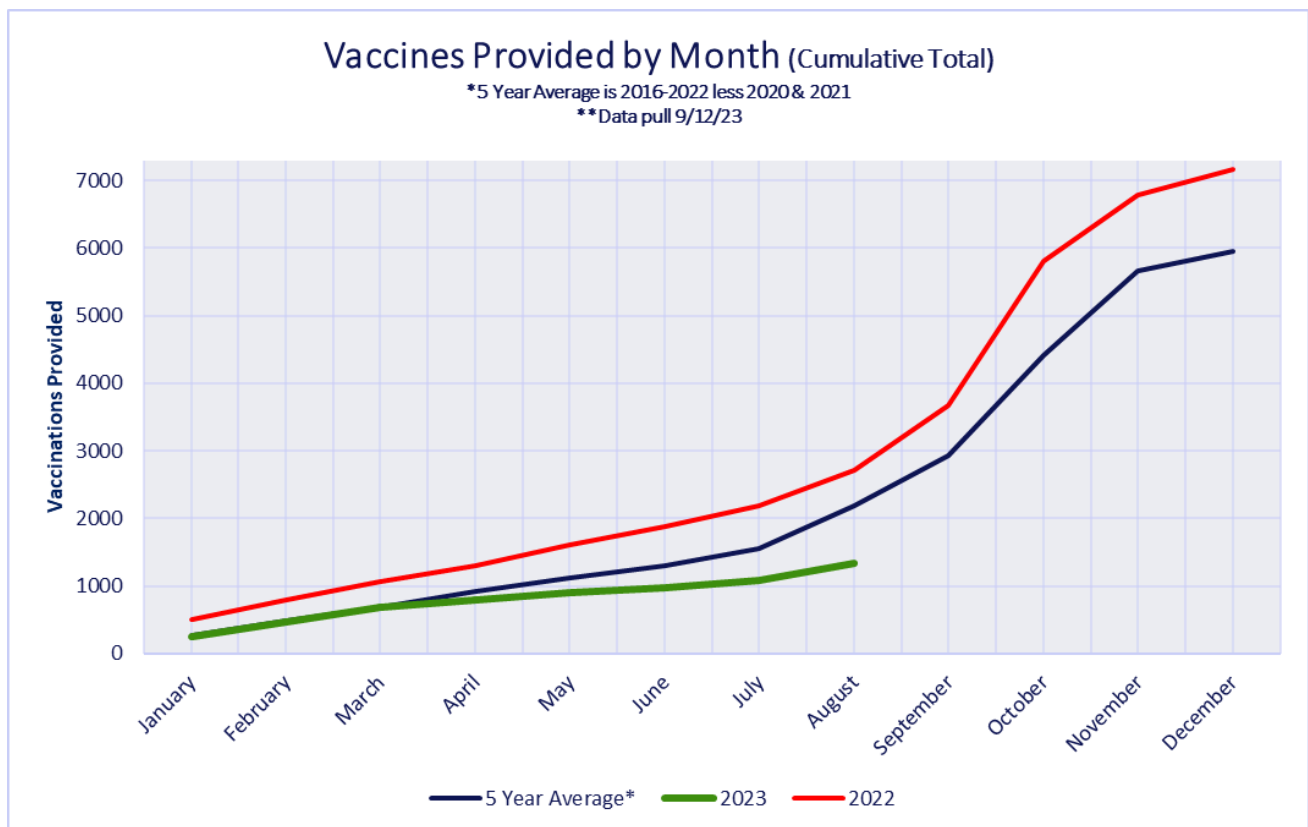
CLINICAL SERVICES

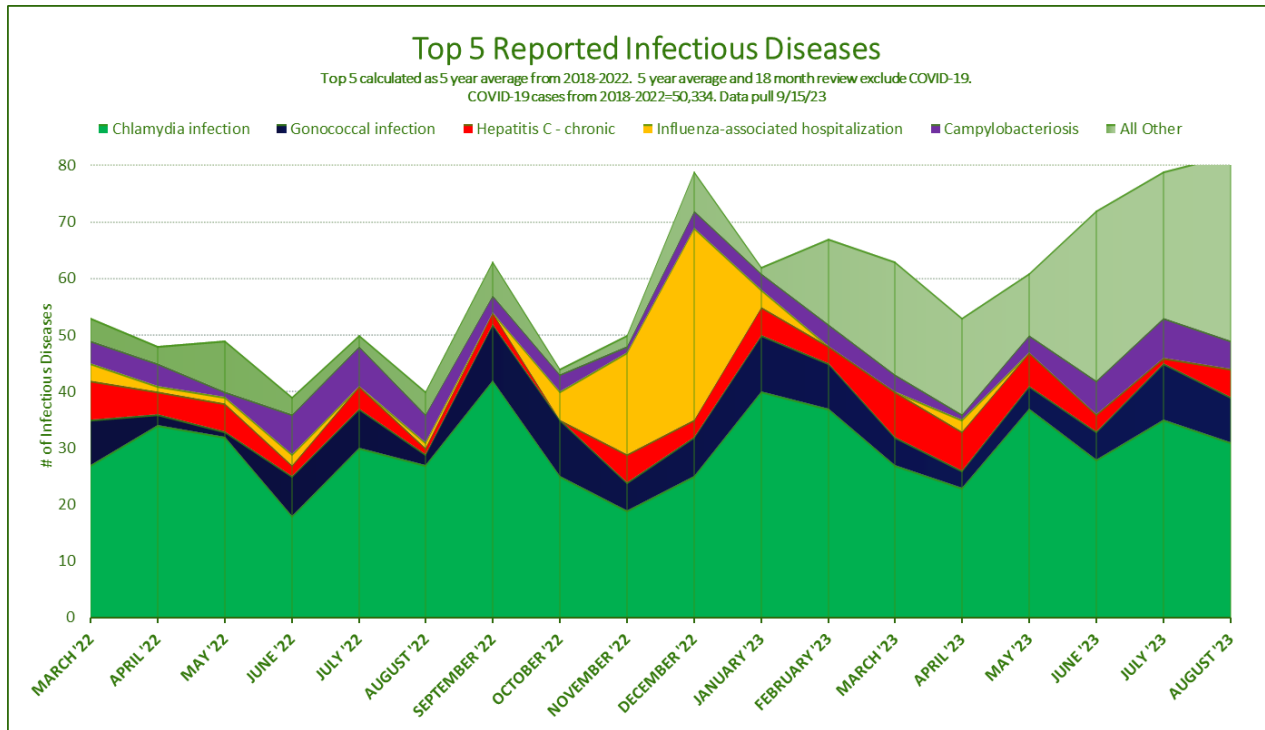
Vaccines & Screenings:

- Clinic was officially reopened at the Delaware campus on 09/05/23. The team continues to assess the best methods to utilize the new space and make it an easy experience for the patients.

Mobile Clinics

- CSU continues to host mobile clinics to reduce barriers to care. During this reporting period additional efforts were made to provide immunizations in schools to help children with back-to-school requirements. Recent community clinics were hosted at:
 - 08/15/23 - Buckeye Valley MS School Vaccine Clinic – Back to School Vaccines
 - 08/29/23 - Buckeye Valley HS School Vaccine Clinic – Back to School Vaccines
 - 09/08/23 - Emergency Drain and Plumbing Worksite – Hep B and Tdap vaccines.
 - 09/14/23 - Shanahan MS Back to School Clinic – Back to School Vaccines

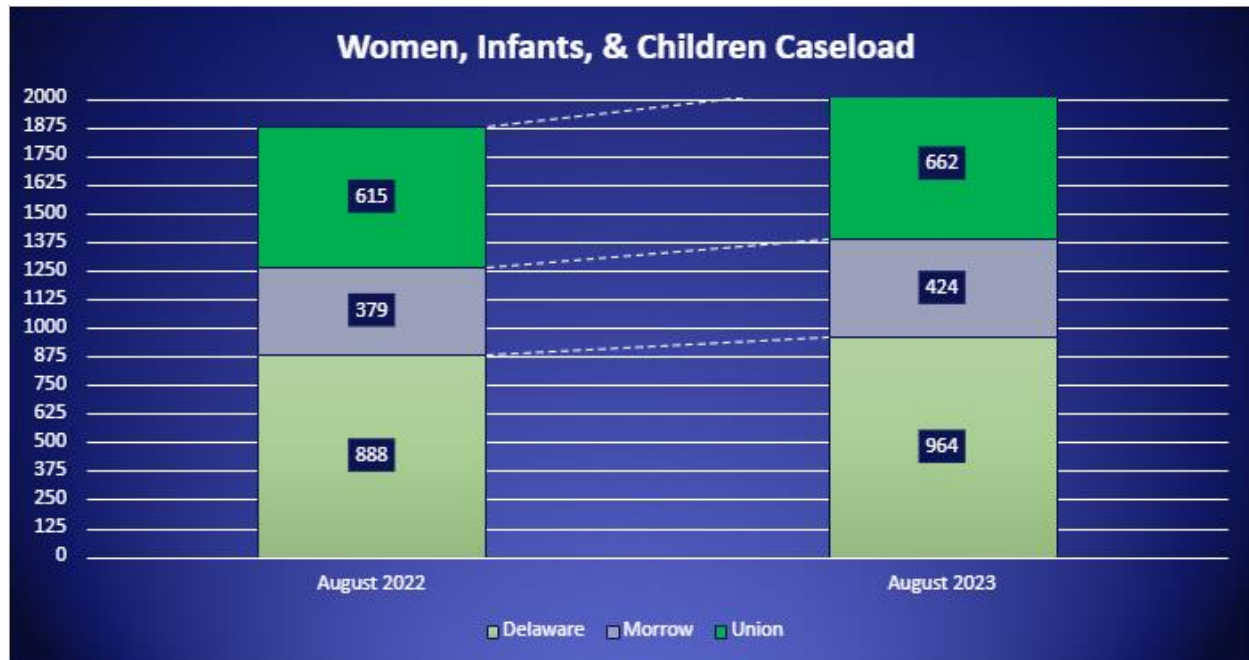




FAMILY & CHILD HEALTH

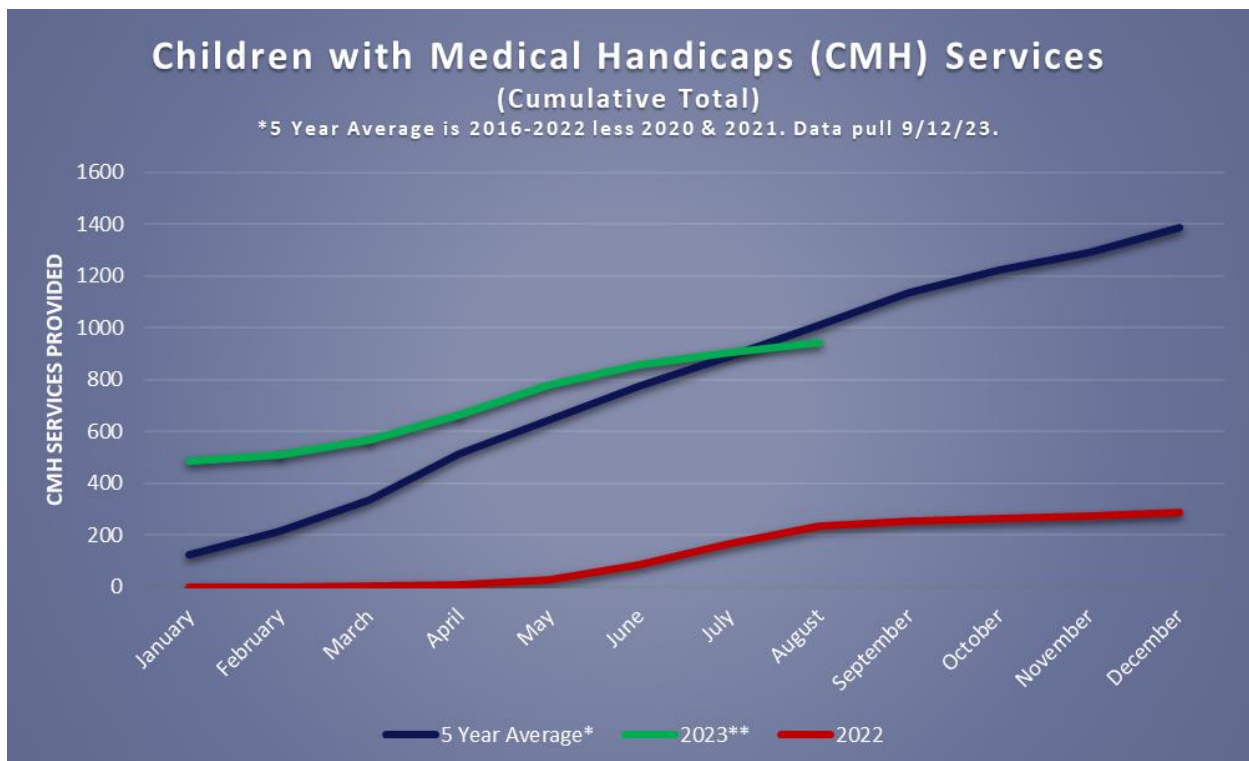
Women, Infants, and Children:

- WIC was officially reopened at the Delaware campus on 09/05/23. The team continues to assess the best methods to utilize the new space and make it an easy experience for the patients.
- The tri-county WIC program caseload is 2,043 which is 18% above the caseload goal.
- Lauren Robinson met with two employers to review their lactation accommodations for employees and discuss possible improvements to the chosen spaces.
- The WIC program completed the work with Coffective for this grant cycle. Through this work the Unit continued to lead the Delaware Breastfeeding Coalition quarterly meetings, initiated contacts with partners for a future Union County Breastfeeding Coalition, provided lactation accommodation upgrades and education to 7 county employers, and hosted 3 mom play groups with early childhood development partners.
- Breastfeeding rates:
 - Delaware WIC participants breastfeeding initiation rates are 67%, which is 25th in the state.
 - Delaware participants are 3rd in the state still breastfeeding at 1 month at 60.3%.
 - Union participants are 4th in the state still breastfeeding at 1 month at 60%.
 - Union participants are 2nd in the state still breastfeeding at 3 months at 51%.



Children with Medical Handicaps (CMH):

- Work continues to increase awareness of the program .
- CSU is working with ODH for a site visit later this year to discuss the program and look for new ways to improve outreach and services.



Home Visiting:

- 3 newborn home visits were conducted in the month of August.
- 11 cribs were distributed in August to families in need of a safe sleep environment.
- To increase access to education and supplies related to prenatal and newborn care, multiple events were attended including:
 - 08/04/23 - First Friday: Safety on Sandusky/Walk a Mile in Her Shoes
 - 08/12/23 - Farmers Market – Millers County Garden WIC Voucher Distribution
 - 09/01/23 - First Friday – Back to School Bash