



Date: Thursday, March 13, 2025
 To: Board of Health
 From: Garrett Guillozet, MPA, RS/REHS, AEMT
 Health Commissioner
 Re: Board meeting **Tuesday, March 18, 2025, 7:00 pm** DPHD 470 S. Sandusky St., Delaware, OH 43015

***PMT – Performance Management Touchstone**

1.0 CONVENTION

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
1.00 CALL TO ORDER AND ATTENDANCE	2	
1.01 CALL TO ORDER This is the annual re-organization meeting of the Board. A. Election of Officers - For this portion of the meeting, the Secretary of the Board presides. B. Nominations - Nominations for Board of Health Officers 1. Nominations and election for President 2. Nominations and election for Vice President	5	Appoint
1.02 CONSENT ITEMS <ul style="list-style-type: none"> • 6.012 APPROPRIATIONS A-F • 6.015 EXPENDITURES A • 6.021 AUTHORIZATION/EMPLOYMENT/TRAVEL A • 6.030 CONTRACTS A • 6.054 LEGAL ISSUES 	2	Approve
1.03 APPROVAL OF MINUTES A. Previously sent.	2	Approve
1.04 APPROVAL OF BILLS AND THEN AND NOWS (February 2025) See pages 1-10 of the Supporting Documents	2	Approve

2.0 STAFF REPORTS

<i>Agenda Item</i>	<i>TIME</i>	<i>Action</i>	<i>PMT</i>
2.01 HEALTH COMMISSIONER			
A. Annual DAC Meeting - The Annual District Advisory Council meeting will be held on March 20, 2025, at 7:00pm in Training Room A/B.	2	Info/ Garrett	Agency
2.02 FINANCE			
A. Finance Report – Requesting Board review and accept the year-to-date finance report. See page 11-16 of the Supporting Documents. Action Requested: Accept	10	Accept/ John	Agency
B. 2024 Audit Update Correspondence	5	Garrett	Agency
2.03 COMMUNITY HEALTH	5	Jen	
2.04 ENVIRONMENTAL HEALTH	5	Jeff	
2.05 PREVENTATIVE HEALTH	5	Adam	
2.06 ADMINISTRATION	5	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	Agency
3.02 BOARD COMMITTEES	<15	Info	Agency
3.03 BOARD MEMBER COMMENTS	<10	Info	Agency

4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
4.04 CITIZEN REQUEST			

5.0 OLD BUSINESS

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

No previous old business.			
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6.0 NEW BUSINESS

New items of information or for Board action

<i>Agenda Item</i>	<i>Time</i>	<i>Action</i>	<i>PMT</i>
6.012 APPROPRIATIONS			
A. Addiction Abatement (70225235) – Request board approval to establish a new revenue and appropriation budget for the Addiction Abatement Grant (70225235). A copy of the budget revision was provided to the board. <i>See page 17 of the Supporting Documents.</i> Action Requested: Consent Approval	0	Consent/ John	Agency
B. EH Admin (70225441) – Request board approval to amend and increase appropriations in EH Admin Fund (70225441) from \$527,167.00 to \$\$600,039.00. A copy of the budget revision was provided to the board. <i>See page 18 of the Supporting Documents.</i> Action Requested: Consent Approval	0	Consent/ John	Agency
C. Plumbing (70225446) – Request board approval to amend appropriations in Plumbing Fund (70225446). There is no change in the overall appropriated amount. A copy of the budget revision was provided to the board. <i>See page 19 of the Supporting Documents.</i> Action Requested: Consent Approval	0	Consent/ John	Agency
D. Water System (70651506) – Request board approval to amend and increase appropriations in Water System Fund (70651506) from \$11,096.94 to \$11,481.84. A copy of the budget revision was provided to the board. <i>See page 20 of the Supporting Documents.</i> Action Requested: Consent Approval	0	Consent/ John	Agency
E. Enhanced Operations 23 (71651531) – Request board approval to amend and increase appropriations in Enhanced Operations 23 Fund (71651531) from \$340,270.00 to \$460,270.00. A copy of the budget revision was provided to the board. <i>See page 21 of the Supporting Documents.</i> Action Requested: Consent Approval	0	Consent/ John	Agency
F. Public Health Emergency Preparedness (71751519) – Request board approval to amend and increase appropriations in Public Health Emergency Preparedness Fund (71751519) from \$133,380.00 to \$141,880.00. A copy of the budget revision was provided to the board. <i>See page 22 of the Supporting Documents.</i> Action Requested: Consent Approval			
6.015 EXPENDITURES			
A. Annual Spring Education Conference – Request board approval to expend grant and public health funds up to \$5,000.00 to pay for meeting space and related expenses to hold the annual all staff spring education conference at the Columbus Zoo. The day will focus on staff training, development, and team building. Action Requested: Consent Approval	0	Consent/ Adam	Agency
6.021 AUTHORIZATION/EMPLOYMENT/TRAVEL			
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)). Action Requested: Discussion and Roll Call Vote Time Entered into Executive Session: _____p.m.	Motion By: Second: Mr. Blayney: Dr. Hickman: Ms. Gladden: Mr. Karr: Ms. Harvey: Mr. Tiberi: Mr. Hatfield:		

Time Exited from Executive Session: _____ p.m.	Mr. Holzapfel: Dr. Donaldson:
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A. Personnel Actions and Travel Requests

The Delaware County Board of Health approves the following personnel recommendations and travel requests. All new hires are pursuant to the terms and conditions of the new employee’s employment agreement and their job description. Employment will be contingent upon receipt of a satisfactory criminal record check, plus verification of experience and training.

New Hire:

Jasmine Kim	Intern – Preventative Health	February 12, 2025
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Probationary Separation:

Dylan James	Health Communication Specialist	February 24, 2025
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Position Change: None

Travel: None

Action Requested: Consent approval

6.030 CONTRACTS

A. Affiliation Agreement - Request Board approval for the Health Commissioner to negotiate and execute an affiliation agreement with Ohio University for clinical education experiences. This renews the Health District’s agreement to accept medical students from Ohio University Heritage College of Osteopathic Medicine which gives medical students an introduction to public health. Action Requested: Consent Approval	0	Consent/ Adam	Agency
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6.054 LEGAL ISSUES

A. Recalcitrant/Non-Renewal - The board of health authorizes the Health Commissioner to refer recalcitrant food service and retail food establishments to the Prosecutor’s Office for failure to renew their food service or retail food establishment license. Action Requested: Consent approval	0	Consent/ Garrett	Agency
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Sincerely,

Garrett Guillozet	Jeff Gibbs	Jen Keagy	Adam Howard	Amy Whitney	John Beal
Health Commissioner	Director of Environmental Health	Deputy Health Commissioner Community Health	Deputy Health Commissioner Preventative Health	Chief Operating Officer	Director of Finance