



Date: Thursday, July 24, 2025
 To: Board of Health
 From: Garrett Guillozet, Health Commissioner
 Re: Board meeting **Tuesday, July 29, 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	
1.02 CONSENT ITEMS	2	Approve
<ul style="list-style-type: none"> • 6.012 APPROPRIATIONS A-J • 6.04 FEES A • 6.021 AUTHORIZATION/EMPLOYMENT/TRAVEL A • 6.03 CONTRACTS A-C • 6.035 PREVENTATIVE HEALTH A • 6.053 RESOLUTIONS A-B 		
1.03 APPROVAL OF MINUTES (Previously sent)	2	Approve
1.04 APPROVAL OF BILLS AND THEN AND NOWS (June 2025) See pages 1-8 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	Garrett	Agency
2.02 FINANCE			
A. Finance Report – Requesting Board review and accept the year-to-date finance report. See page 9-19 of the Supporting Documents. Action Requested: Accept	10	Accept/ John	Agency
2.03 COMMUNITY HEALTH		Jen	
2.04 ENVIRONMENTAL HEALTH		Jeff	
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	Agency
3.02 BOARD COMMITTEES	<15	Info	Agency
3.03 BOARD MEMBER COMMENTS	<10	Info	Agency

4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

4.01 REGULATION HEARING/ADOPTION			
4.04 CITIZEN REQUEST			

5.0 OLD BUSINESS

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

<i>Agenda Item</i>	<i>TIME</i>	<i>Action/ Contact</i>	<i>PMT</i>
No previous old business.			

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. DPHD HQ – (70225113) – Request board approval to amend and increase appropriations in DPHD HQ Fund (70225113) from \$725,223.34 to \$782,973.34. A copy of the budget revision was provided to the board. See page 20 of the Supporting Documents. 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 \$600,039.00 to \$604,039.00. A copy of the budget revision was provided to the board. See page 21 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
C. Vector (70225444) – Request board approval to amend and increase appropriations in Vector Fund (70225444) from \$30,550.60 to \$35,628.60. A copy of the budget revision was provided to the board. See page 22 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
D. Other EH Fee Based Programs (70225449) – Request board approval to amend and increase appropriations in Other EH Fee Based Programs Fund (70225449) from \$112,078.08 to \$186,922.00. A copy of the budget revision was provided to the board. See page 23 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
E. Clinic Services (70225555) – Request board approval to amend and increase appropriations in Clinic Services Fund (70225555) from \$887,648.66 to \$889,648.66. A copy of the budget revision was provided to the board. See page 24 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
F. Get Vaccinated (70225558) – Request board approval to amend and increase appropriations in Get Vaccinated Fund (70225558) from \$77,275.33 to \$121,623.00. A copy of the budget revision was provided to the board. See page 25	0	Consent/ John	Agency

of the Supporting Documents. Action Requested: Consent Approval			
G. BCMH (70225556) – Request board approval to amend and increase appropriations in BCMH Fund (70225556) from \$80,389.58 to \$91,206.06. A copy of the budget revision was provided to the board. See page 26 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
H. SAFE (71351515) – Request board approval to amend and increase appropriations in SAFE Fund (71351515) from \$38,990.00 to \$59,483.63. A copy of the budget revision was provided to the board. See page 27 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
I. Public Health Emergency Preparedness (71751519) – Request board approval to amend and increase appropriations in PHEP Fund (71751519) from \$141,880.00 to \$184,155.00. A copy of the budget revision was provided to the board. See page 28 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
J. MRC STTRONG Program (76951533) – Request board approval to amend and decrease appropriations in MRC STTRONG Program Fund (76951533) from \$143,106.46 to \$121,387.41. A copy of the budget revision was provided to the board. See page 29 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency

6.014 FEES

A. Preventative Health Fees - Request Board adoption of the updated Preventative Health Fee Schedule effective August 1, 2025. Fees adopted for vaccines, assessment, administration, procedures, and supplies related to the clinic will be in accordance with the requirements of the contract with the Local Public Health Service Collaborative. See page 30 of the Supporting Documents Action Requested: Consent approval	0	Consent/ Adam	Agency
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6.021 AUTHORIZATION/EMPLOYMENT/TRAVEL

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 employees’ employment agreement and their job description. Employment will be contingent upon receipt of a satisfactory criminal record check, plus verification of experience and training.

Resignation:

Josie Bonnette	Community Health Specialist III	July 1, 2025
Linda Wolcott	Administrative Assistant WIC	July 9, 2025
Jacqueline Graham	WIC Health Professional I	August 6, 2025
Christine Campbell	Epi II	August 1, 2025

Position Change

Emily Lipp	Epi III in CH to Epi III in PH	August 3, 2025
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Separation:

Hunter Rhodes	Intern	June 27, 2025
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Travel:

Lindsey Mason, Kaitlyn Morrisey, Paula Mieseler, Ariel Finks, Milu Nguyen, Sarah Caudell, and Adam Howard	OPHA Nursing and Epidemiology Conference located in Kent, Ohio.	November 6-7, 2025
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Action Requested: Consent approval**6.025 SALARY SCALE/POLICIES/BENEFITS**

A. Travel and Expense Reimbursement Policy – Request Board approval to adopt a revised Travel and Expense Reimbursement Policy. This proposed policy expands guidelines and procedures for agency personnel when traveling on behalf of the Health District for official business. See Pages 31-44 of the Supporting Documents. Action Requested: Discussion and Approval	0	Garrett	Agency
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6.03 CONTRACTS

A. Concord Township NaloxBox MOU – Request Board approval to authorize the Health Commissioner to enter into a memorandum of understanding with Concord Township for the purpose of installing and maintaining a NaloxBox onsite to increase public access to naloxone for opiate overdose reversal. This request is funded by the Ohio Department of Health Integrated Harm Reduction grant. Action Requested: Consent Approval	0	Consent/ Jen	Agency/ Community
B. Safe Harbor Peer Support Services NaloxBox MOU – Request Board approval to authorize the Health Commissioner to enter into a memorandum of understanding with Safe Harbor Peer Support Services for the purpose of installing and maintaining a NaloxBox onsite to increase public access to naloxone for opiate overdose reversal. This request is funded by the Ohio Department of Health Integrated Harm Reduction grant. Action Requested: Consent Approval	0	Consent/ Jen	Agency/ Community
C. Health Impact Ohio Pathways Community HUB Institute and Confidentiality Agreement – Request Board approval to authorize the Health Commissioner to enter into an agreement with Health Impact Ohio for the purpose of being part of the Pathways Community HUB Institute model in order to implement the Community Health Worker program. Action Requested: Consent Approval	0	Consent/ Jen	Agency/ Community

6.034 PREVENTATIVE HEALTH

A. Apply for the Delaware County Foundation Grant – Request Board confirm application for the Delaware County Foundation grant for up to \$5,000. The grant would provide funds to purchase items (e.g., bath thermometers, sleep sacks, pacifiers, bag dispensers) for distribution to families during prenatal and newborn home visits. If funded, the Preventative Health Division requests Board approval to expend funds according to the Notice of Award. Action Requested: Consent approval	0	Consent/ Adam	Community
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6.053 RESOLUTIONS

<p>A. Resolution 2025-04 – Solid Waste Nuisance – 5351 North Road, Lewis Center, Ohio 43035 (Orange Township) – <i>See Pages 45-56 of the Supporting Documents.</i> Action Requested: Consent Approval</p>	<p>0</p>	<p>Consent/ Jeff</p>	<p>Agency</p>
<p>B. Resolution 2025-05 – Solid Waste Nuisance – 6512 Harriott Road, Powell, Ohio 43065 - <i>See Pages 57-68 of the Supporting Documents.</i> Action Requested: Consent Approval</p>	<p>0</p>	<p>Consent/ Jeff</p>	<p>Agency</p>

Sincerely,

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