



Date: Thursday, September 25, 2025
 To: Board of Health
 From: Garrett Guillozet, Health Commissioner
 Re: Board meeting **Tuesday, September 30, 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-M • 6.016 INVENTORY A • 6.03 CONTRACTS A-C 		
1.03 APPROVAL OF MINUTES (Previously sent)	2	Approve
1.04 APPROVAL OF BILLS AND THEN AND NOWS (August 2025) See pages 1-10 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
A. Update on Appeal Hearing	5		Agency
B. Interest Update	5		Agency
2.02 FINANCE			
A. Finance Report – Requesting Board review and accept the year-to-date finance report. See pages 11-19 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

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
4.01 REGULATION HEARING/ADOPTION			
A. Resolution 2025-07: Delaware County Board of Health Plumbing Regulation – The Delaware County Board of Health agrees to adopt Resolution 2025-07, the Board of Health Plumbing and Medical Gas Regulation. The regulation will be effective January 1, 2026. See Separate Attachment. Action Requested: Introduction and Discussion Mr. Blayney will call to order the Public Hearing regarding the adoption of the revised Plumbing and Medical Gas Regulation. Opened at: _____ p.m. Closed at: _____ p.m.	10	Discussion/ Garrett Jeff	Agency

<p>August 26, 2025: First Reading, No Action September 30, 2025: Second Reading, Public Hearing October 28, 2025: Third and Final Reading, Adoption</p>			
<p>B. Resolution 2025-08: Adoption of the 2026 Environmental Health Fees The Delaware County Board of Health agrees to adopt the updated Fee Schedule to be used for the Environmental Health Division. These fees will take effect on January 1, 2026, after a two-week period of advertising in the community and after three board meetings. See Separate Attachment. Action Requested: Introduction and Discussion</p> <p>Mr. Blayney will call to order the Public Hearing regarding the adoption of the revised Plumbing and Medical Gas Regulation. Opened at: _____ p.m. Closed at: _____ p.m.</p> <p>August 26, 2025: First Reading, No Action September 30, 2025: Second Reading, Public Hearing October 28, 2025: Third and Final Reading, Adoption</p>	10	Discuss/ Garrett Jeff	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			
<p>A. DPHD HQ (70225113) – Request board approval to amend and increase appropriations in DPHD Fund (70225113) from \$797,973.34 to \$818,837.00. A copy of the budget revision was provided to the Board. See Supporting Documents page 20. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>B. CH Admin (70225222) – Request board approval to amend and increase appropriations in CH Admin Fund (70225222) from \$709,382.44 to \$759,383.75. A copy of the budget revision was provided to the Board. See Supporting Documents page 21. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>C. DKMM Litter Contract (70225233) – Request board approval to amend and increase appropriations in DKMM Litter Contract Fund (70225233) from \$87,826.00 to \$105,941.00. A copy of the budget revision was provided to the Board. See Supporting Documents page 22. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>D. Youth Suicide Prevention Grant (70225234) – Request board approval to amend and increase appropriations in Youth Suicide Prevention Grant Fund (70225234) from \$91,025.00 to \$92,445.00. A copy of the budget revision was provided to the Board. See Supporting Documents page 23. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>E. PH Administration (70225551) – Request board approval to amend and increase appropriations in PH Administration Fund (70225551) from \$172,020.00 to \$216,025.00. A copy of the budget revision was provided to the Board. See Supporting Documents page 24. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>F. BCMH (70225556) – Request board approval to amend and increase appropriations in BCMH Fund (70225556) from \$84,481.06 to \$116,456.06. A copy of the budget revision was provided to the Board. See Supporting Documents page 25. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>G. PH Naloxone (70225559) – Request board approval to amend and increase appropriations in PH Naloxone Fund (70225559) from \$6,691.24 to \$10,000.00. A copy of the budget revision was provided to the Board. See Supporting Documents page 26. Action Requested: Consent Approval</p>	0	Consent/ John	Agency

<p>H. Campground (70351503) – Request board approval to amend and increase appropriations in Campground Fund (70351503) from \$7,490.00 to \$9,990.00. A copy of the budget revision was provided to the Board. See Supporting Documents page 27. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>I. Food Service (70451504) – Request board approval to amend and increase appropriation in Food Service Fund (70451504) from \$426,087.40 to \$527,807.40. A copy of the budget revision was provided to the Board. See Supporting Documents page 28. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>J. WIC – Odd Year (70951509) – Request board approval to amend and decrease appropriations in WIC- Odd Year Fund (70951509) from \$477,208.32 to \$443,128.32. A copy of the budget revision was provided to the Board. See Supporting Documents page 29. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>K. WIC – Even Year (70951539) – Request board approval to establish a revenue and appropriations budget for WIC – Even Year Fund (70951539) from \$0.00 to \$137,275.00. A copy of the budget revision was provided to the Board. See Supporting Documents page 30. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>L. Public Health Workforce Grant (75551408) – Request board approval to amend and decrease appropriations in Public Health Workforce Grant Fund (75551408) from \$256,180.64 to \$255,729.76. A copy of the budget revision was provided to the Board. See Supporting Documents page 31. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>M. HEAL Grant (70225231) – Request board approval to amend appropriations in HEAL Grant Fund (70225231). There is no overall change in total appropriations. A copy of the budget was provided to the Board. See Supporting Documents page 32. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
6.016 INVENTORY			
<p>A. Donation - Request Board accept the donation of 2 OneScreen smart screens. These floor models were donated by Office City Express as they were closing their showroom. Total value estimated at approximately \$500.00. Action Requested: Consent Approval</p>	0	Consent/ Adam	Agency
6.02 PERSONNEL			
<p>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)).</p> <p>Action Requested: Discussion and Roll Call Vote</p> <p>Time Entered into Executive Session: _____ p.m.</p> <p>_____ Moved to Return to General Session.</p> <p>_____ Seconded the motion.</p> <p>Time Exited from Executive Session: _____ p.m.</p>	<p>Motion By: Second: Mr. Blayney: Dr. Donaldson: Dr. Hickman: Mr. Karr: Mr. Tiberi: Mr. Hatfield: Mr. Holzapfel: Ms. Gladden: Ms. Harvey:</p>		
<p>A. Table of Organization – Request board approval to adopt the revised Table of Organization incorporating proposed new positions as recommended by the Personnel Committee of the Board of Health. See Supporting Documents page 33. Action Requested: Discussion and Approval</p>	5	Garrett	Agency

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 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	Intermittent Intern, Preventative Health	September 11, 2025
-------------	--	--------------------

Probationary Separation:

MaryBeth Brown	Program Manager, Environmental Health	September 17, 2025
----------------	---------------------------------------	--------------------

End of Internship:

August Lemert	Intermittent Intern, Preventative Health	September 25, 2025
---------------	--	--------------------

New Positions:

Registered Environmental Health Specialist – Food Protection Public Safety
Registered Environmental Health Specialist – Water Quality
Public Health Nurse – Preventative Health Division
Program Manager – Environmental Health
Environmental Health Technician II
Clinic Technician

Action Requested: Discussion and Approval

6.025 SALARY SCALE/POLICIES/BENEFITS

A. Salary Scale – Request board approval to adopt the revised salary scale. The changes reflect two new positions which have been reviewed and recommended for approval by the Personnel Committee. See Pages 34-35 of the Supporting Documents. Action Requested: Discussion and Approval	5	Garrett	Agency
---	----------	----------------	---------------

6.03 CONTRACTS

A. SourcePoint Older Adults Falls Prevention Contract – Request Board approval to authorize the Health Commissioner to enter into contract with SourcePoint for the purpose of recruiting participants and providing space to conduct balance and mobility trainings in addition to falls risk assessments and providing durable equipment for home modifications for the 2026 grant year. This request is funded by the Ohio Department of Health Older Adult Falls Prevention grant. Action Requested: Consent Approval	0	Consent/ Jen	Agency
B. Delaware Community Center YMCA Contract – Request Board approval to authorize the Health Commissioner to enter into contract with the Delaware Community Center YMCA for community-based balance and mobility trainings for older adults for the 2026 grant year. This request is funded by the Ohio Department of Health Older Adult Falls Prevention grant. Action Requested: Consent Approval	0	Consent/ Jen	Agency
C. Wornstaff Memorial Public Library Contract – Request Board approval to authorize the Health Commissioner to enter into contract with the Wornstaff Memorial Public Library for community-based balance and mobility trainings for older adults for the 2026 grant year. This request is funded by the Ohio Department of Health Older Adult Falls Prevention grant. Action Requested: Consent Approval	0	Consent/ Jen	Agency

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