

1.0 CONVENTION AND CALL TO ORDER

The February 24, 2026, Board of Health 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, Mr. Karr, Ms. Harvey, Mr. Hatfield, Dr. Donaldson, Dr. Hickman, and Ms. Gladden. Staff members present were Mr. Guillozet, Health Commissioner, Ms. Amy Whitney, Chief Operating Officer, Ms. Jen Keagy, Deputy Health Commissioner of Community Health, Mr. Howard, Deputy Health Commissioner of Preventative Health, Mr. Gibbs, Environmental Health Director, Ms. Leanna Perdue, Director of Finance, and Ms. Gracie Casto, WIC AA2.

1.02 CONSENT ITEMS

- **6.012 APPROPRIATIONS A-X**
- **6.016 TRANSFERS A-B**
- **6.021 AUTHORIZATION/EMPLOYMENT/TRAVEL A**
- **6.03 CONTRACTS A-C**
- **6.034 PREVENTATIVE HEALTH A**

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

1.03 APPROVAL OF MINUTES

Dr. Donaldson moved to approve the January 27, 2026 meeting minutes. Mr. Hatfield seconded the motion. The motion carried unanimously.

1.04 APPROVAL OF BILLS AND THEN AND NOWS

Mr. Guillozet and Ms. Perdue provide an update on the bills, including a new layout that provides a more organized document for review.

Dr. Donaldson moved to approve the January 2026 bills and Then and Nows. Ms. Gladden seconded the motion. The motion carried unanimously.

2.0 STAFF REPORTS

2.01 HEALTH COMMISSIONER

DAC: Mr. Guillozet reminded the board that the annual District Advisory Council meeting will be held at the health district's office on March 19, 2026. The board seat open is the seat currently held by Mr. Tiberi who is not seeking reappointment to the board. The posting has been shared on our website and on social media. He shared that four applicants have submitted letters of interest, and that information has been shared with the members of the DAC.

PHAB: He shared that we have received noticed that DPHD has been re-accredited for another 5 year term. He thanked the staff and board members who assisted the agency with the site visit and document submission.

2.02 FINANCE

A. Finance Report – Requested Board review and accept the January 2026 Finance Report. A copy of the year-to-date finance reports were provided to the board. Ms. Perdue requested approval and discussed year-end expenses and the cash summary finance report.

PMT: Agency

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

B. 2026 Amended Operating Budget – Requested board approval to adopt an amended 2026 Operating Budget setting the legal level of control at the budget level per OAC 117-2-02.

Mr. Karr moved to adopt the Amended 2026 Operating Budget and to set the legal level of control at the budget level per OAC 117-2-02. Ms. Gladden seconded the motion. Mr. Guillozet conducted a roll call vote:

Roll Call Vote:

Mr. Blayney: Yes
Dr. Hickman: Yes
Ms. Gladden: Yes
Mr. Karr: Yes
Ms. Harvey: Yes
Mr. Tiberi: Absent
Mr. Hatfield: Yes
Mr. Holzapfel: Absent
Dr. Donaldson: Yes

2.03 COMMUNITY HEALTH

Deputy Commissioner Keagy reported that the Partnership for a Healthy Delaware County annual partner champion awards were announced and the United Way of Delaware County, OhioHealth, and SourcePoint were the 2026 recipients for all the hard work and dedication to the Community Health Improvement Plan. The Delaware-Morrow Mental Health & Recovery Services Board has pledged funding towards the 2026 Community Health Assessment that will allow for additional focus groups among youth and vulnerable populations.

2.04 ENVIRONMENTAL HEALTH

2.05 PREVENTATIVE HEALTH

Deputy Commissioner Howard introduced new staff member Gracie Casto and reported on Preventative Health initiatives. In review of vaccinations and CMH services offered in 2025, both services saw increases during the year from 2024 with CMH services nearly doubling. Plans for the Mobile Medical Unit are underway; this year tours will include evening hours throughout the District. RSV hospitalizations were recently added to the reportable conditions in Ohio. So far, 15 RSV hospitalizations have been reported this season and the team continues to monitor the data.

2.06 ADMINISTRATION

Commissioner Guillozet reported on Administrative initiatives. The agency is recruiting for summer intern positions. Staff are working with contractors to fix HVAC concerns in the building that have been identified this Winter.

3.0 BOARD REPORTS

3.01 BOARD PRESIDENT – None

3.02 BOARD COMMITTEES – None

3.03 BOARD MEMBER COMMENTS – None

4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

4.01 REGULATION HEARING/ADOPTION - None

4.04 CITIZEN REQUEST – No additional visitor comments.

6.0 NEW BUSINESS

6.012 APPROPRIATIONS

A. Administration – (70225111) – Request board approval to amend and increase appropriations in the Administration Fund (70225111) from \$1,052,420.00 to \$1,081,770.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 4, 2026, under Resolution 2024-01.

PMT: Agency

The Board approved item on consent.

B. Vital Statistics - (70225112) – Request board approval to amend and increase appropriations in the Vital Statistics Fund (70225112) from \$182,240.00 to \$206,150.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.

PMT: Agency

The Board approved item on consent.

C. DPHD HQ – (70225113) – Request board approval to amend and increase appropriations in the DPHD HQ Fund (70225113) from \$869,720.00 to \$899,120.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.

PMT: Agency

The Board approved item on consent.

D. Vector – (70225444) – Request board approval to amend and increase appropriations in the Vector Fund (70225444) from \$33,430.00 to \$33,530.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.

PMT: Agency

The Board approved item on consent.

- E. Plumbing – (70225446)** – Request board approval to amend and increase appropriations in the Vector Fund (70225444) from \$731,240.00 to \$747,040.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.
- F. Fleet – (70225448)** – Request board approval to amend and increase appropriations in the Fleet Fund (70225448) from \$101,200.00 to \$108,200.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.
- G. Community Health & Clinic Services – (70225555)** – Request board approval to amend appropriations in the Community Health & Clinic Services Fund (70225555). No change in total appropriations. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.
- H. Food Service – (70451504)** – Request board approval to amend and increase appropriations in the Food Service Fund (70451504) from \$530,290.00 to \$539,090.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.
- I. Water System – (70651506)** – Request board approval to amend and increase appropriations in the Water System Fund (70651506) from \$12,240.00 to \$12,390.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.
- J. Solid Waste – (70751507)** – Request board approval to amend and increase appropriations in the Solid Waste Fund (70751507) from \$71,140.00 to \$71,360.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.
- K. SAFE Grant – (71351515)** – Request board approval to amend appropriations in the SAFE Grant Fund (71351515). No change in total appropriations. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.
- L. Public Health Emergency Planning – (71751519)** – Request board approval to amend and increase appropriations in the PHEP Fund (71751519) from \$139,130.00 to \$141,230.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.
- M. Public Health Workforce Grant – (75551408)** – Request board approval to amend and increase appropriations in the Public Health Workforce Grant Fund (75551408) from \$141,750.00 to \$142,530.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.
- N. Sewage Program – (75851405)** – Request board approval to amend and increase appropriations in the Sewage Program Fund (75851405) from \$330,860.00 to \$339,760.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 9, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- O. **EH Admin – (70225441)** - Request board approval to amend and increase appropriations in the EH Admin Fund (70225441) from \$602,300.00 to \$603,400.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 17, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- P. **Plumbing – (70225446)** - Request board approval to amend and increase appropriations in the Plumbing Fund (70225446) from \$747,040.00 to \$755,840.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 17, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- Q. **Clinic Services (70225555)** – Request board approval to amend appropriations in the Clinic Services Fund (70225555). No change in total appropriations. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 17, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- R. **Food Service (70451504)** – Request board approval to amend and increase appropriations in the Food Services Fund (70451504) from \$539,090.00 to \$569,890.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 17, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- S. **Solid Waste (70751507)** – Request board approval to amend and increase appropriations in the Solid Waste Fund (70751507) from \$71,360.00 to \$80,160.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 17, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- T. **New Facility Debt Service Fund (75451402)** – Request board approval to amend and increase appropriations in the New Facility Debt Service Fund (75451402) from \$245,000.00 to \$246,000.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 17, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- U. **Public Health Workforce (75551408)** – Request board approval to amend and increase appropriations in the Public Health Workforce Fund (75551408) from \$142,530.00 to \$152,030.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 17, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- V. **Sewage Program (75851405)** – Request board approval to amend and increase appropriations in the Sewage Program Fund (75851405) from \$340,385.00 to \$348,385.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 17, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- W. **Administration – (70225111)** – Request board approval to amend and increase appropriations in the Administration Fund (70225111) from \$1,081,770.00 to \$1,091,770.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 19, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

- X. **Water System – (70651506)** – Request board approval to amend and increase appropriations in Water System Fund (70651506) from \$12,390.00 to \$22,390.00. A copy of the budget revision was provided to the board. The appropriation changes were executed on February 19, 2026, under Resolution 2024-01.
PMT: Agency
The Board approved item on consent.

6.016 TRANSFERS

A. General Fund Cash Transfer to Safe Fund (71351515) – Request board of health approval to transfer \$20,000.00 from the general fund to the Safe Fund. This transfer accounts for cash flow issues that occur due to grant reimburse delays. To ensure payroll, this transfer was executed under Resolution 2024-01 on February 4, 2026. See page 44 of the Supporting Documents.

PMT: Agency

The Board approved item on consent.

B. General Fund Cash Transfer to Water Fund (70651506) – Request board of health approval to cash transfer \$10,000.00 from the general fund to the Water Fund. This transfer accounts for cash flow issues that occur due to payroll. This transfer was executed under Resolution 2024-01 on February 19, 2026.

PMT: Agency

The Board approved item on consent.

6.020 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)), with Garrett and Amy to remain.</p> <p>Action Requested: Discussion and Roll Call Vote Time Entered into Executive Session: 7:44 pm</p> <p>Motion to exit Executive Session: Mr. Karr. Second: Dr. Donaldson. Motion carried unanimously.</p> <p>Time Exited from Executive Session: 8:01 p.m. – No action taken.</p>	<p>15</p>	<p>Motion By: Dr. Donaldson Second: Ms. Gladden</p> <p>Roll Call Vote: Mr. Blayne: Yes Dr. Hickman: Yes Ms. Gladden: Yes Mr. Karr: Yes Ms. Harvey: Yes Mr. Tiberi: Absent Mr. Hatfield: Yes Mr. Holzapfel: Absent Dr. Donaldson: Yes</p>
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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 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:

Breyonna Schlaegel	Administrative Assistant 2, WIC	March 9, 2026
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Resignation:

Taylor Jagers	Community Health Specialist	February 17, 2026
Aly Hillier	Community Health Specialist	March 6, 2026

Travel:

Shannon Self	NEHA, Kansas City, MO 64108	8/1/26-8/7/26
Lauren Robinson	National WIC Association, Dallas, Texas.	5/26/26-5/29/26

PMT: Agency

The Board approved item on consent.

6.025 SALARY SCALE/POLICIES/BENEFITS

A. Clothing Allowance Increase – Requesting board approval to increase annual clothing allowance for all staff from \$75 to \$150 per calendar year.

Mr. Guillozet requested that the board approve an increase in the agency provided clothing allowance from \$75.00 to \$150.00.

Dr. Donaldson moved to increase the clothing allowance to \$150.00. Ms. Harvey seconded the motion. The motion carried unanimously.

6.030 CONTRACTS

A. Union County Reciprocal Plumbing MOU – Request to authorize the Health Commissioner to enter into a Reciprocal Plumbing Services MOU with the Union County Health Department for backup plumbing inspection services and to authorize the Health Commissioner to into an agreement to provide Medical Gas inspection services for the Union County Health Department.

PMT: Agency

The Board approved item on consent.

B. Wornstaff Memorial Public Library NaloxBox MOU – Request Board approval to authorize the Health Commissioner to enter into a memorandum of understanding with Wornstaff Memorial Public Library 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.

PMT: Agency

The Board approved item on consent.

C. The Dentist in Powell NaloxBox MOU – Request Board approval to authorize the Health Commissioner to enter into a memorandum of understanding with The Dentist in Powell 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.

PMT: Agency

The Board approved item on consent.

6.034 PREVENTATIVE HEALTH


A. Reapply for the Get Vaccinated Grant – Request Board to confirm application for the Get Vaccinated Grant provided by the Ohio Department of Health in the amount of \$61,735. This grant is deliverable based; therefore, amount received will vary. This grant will be operational July 1, 2026 – June 30, 2027.

The goal of this grant is to *improve and sustain vaccination coverage among children and adolescents and to reduce vaccination coverage disparities in Ohio*. If funded, the Preventative Health Division requests Board approval to expend grant funds according to the notice of award.

PMT: Agency

The Board approved item on consent.

Being no further business. Mr. Blayney adjourned the meeting. The meeting was adjourned at 8:02 p.m.

 3/31/26
Patrick Blayney, P.E., President Date
or Dr. Briana Donaldson, Vice President

 3/31/26
Garrett Guillozet, Health Commissioner Date
Secretary to the Board of Health