

1.0 CONVENTION AND CALL TO ORDER

The August 25, 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. Pat Blayney. Board members present included: Mr. Blayney, Mr. Holzapfel, Ms. Gladden, Mr. Hatfield, Dr. Hickman, Dr. Donaldson, Mr. Karr, Ms. Harvey and Mr. Leeds. Staff members present were Mr. Garrett Guillozet, Health Commissioner, Ms. Jen Keagy, Deputy Health Commissioner of Community Health, Mr. Adam Howard, Deputy Health Commissioner of Preventative Health, Mr. Jeff Gibbs, Director of Environmental Health, Mr. Lee Morris, REHSIT, Mr. Ben Rehner, REHSIT, and Ms. Breyonna Schlaegel, WIC Administrative Assistant. Members of the public included Mr. Randy Adams, Ms. Chelsey Bassett, Ms. Harley Sayre, and Mr. Spencer Jones.

1.02 CONSENT ITEMS

- **6.012 APPROPRIATIONS A-G**
- **6.021 AUTHORIZATION/EMPLOYMENT/TRAVEL A**
- **6.03 CONTRACTS A-B**

Mr. Leeds moved to adopt and approve the consent agenda and agenda as submitted. Dr. Donaldson seconded the motion. The motion carried unanimously.

1.03 APPROVAL OF MINUTES

Dr. Donaldson moved to approve the July 28, 2026 meeting minutes. Ms. Harvey seconded the motion. The motion carried unanimously.

1.04 APPROVAL OF BILLS AND THEN AND NOWS

Mr. Hatfield moved to approve the July 2026 bills and Then and Nows. Dr. Hickman seconded the motion. The motion carried unanimously.

4.01 REGULATION/HEARING ADOPTION

A. Resolution 2026-07: Adoption of the 2027 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, 2027, after a two-week period of advertising in the community and after three board meetings.

Action: Mr. Blayney called to order the public hearing at 7:01pm. Comments were received both in writing via email and in person. Several local body artists shared concerns regarding the body art fees. They shared concerns regarding the cost breakdown and the increase in fees that has occurred over the last several years. Commissioner Guillozet provided a breakdown of the cost methodology and the rules and laws that are required to be followed when determining fees. Mr. Holzapfel shared additional information on how the body art programs is different than other programs. Specifically, the limited number of operations and the inability of the agency to charge a plan review fee. Commissioner Guillozet committed to reviewing the proposed fees in accordance with other local health departments and best practices. Mr. Blayney closed the public hearing at 7:39pm.

July 28, 2026: First Reading, No Action

August 25, 2026: Second Reading, Public Hearing

September 29, 2026: Third and Final Reading, Adoption

2.0 STAFF REPORTS

2.01 HEALTH COMMISSIONER

Commissioner Guillozet provided an update regarding ongoing discussions regarding partnership opportunities with OhioHealth. There will be further updates at the September board meeting. He also shared and invited board members to attend the Ohio Association of Boards of Health meeting, which will be held at the health district on September 19, 2026. Lastly, he provided an update regarding the Budget Commission request regarding carryover balances.

2.02 FINANCE

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

PMT: Agency

Ms. Gladden moved to accept the year-to-date finance report. Dr. Donaldson seconded the motion. The motion carried unanimously.

2.03 COMMUNITY HEALTH

Deputy Commissioner Keagy provided an update on the 2025 Annual Accidental Overdose Report, which has experienced a steady decrease in resident overdose deaths since 2021; there were 11 deaths in 2025. On August 31, DPHD will recognize Overdose Awareness Day from 11:00am-1:00pm at the Ohio Wesleyan University Jaywalk in collaboration with Drug-Free Delaware. On September 22, DPHD will celebrate National Falls Prevention Awareness Week with a community walk for Senior Day at the Delaware County Fair.

2.04 ENVIRONMENTAL HEALTH

Environmental Health Director Gibbs introduced two new staff members to the EH Division: Lee Morris – Water Quality Program and Ben Rehner – Food Protection and Public Safety Program. The Environmental Health Division fee schedule was presented to the Board during a public hearing.

2.05 PREVENTATIVE HEALTH

Deputy Commissioner Howard provided an update on preventative health initiatives. The Baby Expo was a success attracting 109 families and approximately 350 individuals. Attendance at this event has grown every year. The new Dad class was also a success with 16 dads attending and feedback from Action for Children noting how successful and fulfilling the event was. The agency received the USDA's Breastfeeding Gold Award of Excellence; one of 159 given out throughout the Country. Flu season vaccinations will launch the week of the Delaware County fair and the MMU will be deployed to the fairgrounds offering vaccinations. Lastly, Mr. Howard introduced Ms. Schlaegel to the Board as a new Administrative Assistant in the Union County Office.

2.06 ADMINISTRATION

3.0 BOARD COMMENTS – 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 \$1,107,260.00 to \$1,132,780.00. A copy of the budget revision was provided to the board.**

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 \$245,821.00 to \$275,821.00. A copy of the budget revision was provided to the board.**

PMT: Agency

The Board approved item on consent.

- C. Youth Suicide Prevention Grant (70225234) – Request Board approval to amend appropriations in the Youth Suicide Prevention Grant (70225234). No change in total appropriations. A copy of the budget revision was provided to the board.**

PMT: Agency

The Board approved item on consent.

- D. Fleet (70225448) – Request Board approval to amend and increase appropriations in Fleet Fund (70225448) from \$152,200.00 to \$402,200. A copy of the budget revision was provided to the Board. This change was executed on August 6, 2026 under Resolution 2024-01.**

PMT: Agency

The Board approved item on consent.

- E. Swimming Pool (70851508) – Request Board Approval to amend and increase appropriations in the Swimming Pool Program Fund (70851508) from \$92,480.00 to \$92,880.00. A copy of the budget revision was provided to the board. This change was executed on July 31, 2026.**

PMT: Agency

The Board approved item on consent.

- F. Injury Prevention – Falls (71251532) – Request Board Approval to amend and increase appropriations in the Injury Prevention – Falls Grant Fund (71251532). No change in total appropriations. A copy of the budget revision was provided to the board.**

PMT: Agency
The Board approved item on consent.

- G. New Facility Debt Service Fund (75451402)** – Request Board approval to amend and increase appropriations in the New Facility Debt Service Fund (75451402) from \$246,000.00 to \$253,000.00. A copy of the budget revision was provided to the board.
- PMT: Agency**
The Board approved item on consent.

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:		
Marisa Fitzgerald	Administrative Assistant, WIC	August 17, 2026
Resignation:		
Bryona Inglis	Internship Ended, WIC	July 30, 2026
Travel:		
Garrett Guillozet	AOHC Fall Conference: Dublin, Ohio	9/20-23/2026

PMT: Agency
The Board approved item on consent.

- 6.023 TUITION REIMBURSEMENT/STAFF DEVELOPMENT**
- A. Tuition Reimbursement / Ms. Abbey Trimble** – Request Board approval to expend up to \$3,000 for Ms. Abbey Trimble to attend Ohio University for a Masters in Public Health. Ms. Trimble has completed the appropriate application acknowledging the requirements of the personnel policies. Anticipated graduation is Winter of 2026. Staff believe the program will be both a benefit to Ms. Trimble and the agency and recommend approval.
- PMT: Agency**
The Board approved item on consent.

6.030 CONTRACTS

- A. Humane Society of Delaware County** – To authorize the Health Commissioner to enter into a Memorandum of Understanding and to provide the Humane Society of Delaware County with a Drinking Fountain/Water Bottle Filling Station (\$1,543.99). All installation costs will be paid by the Humane Society of Delaware County.
- PMT: Agency**
The Board approved item on consent.
- B. 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 2027 grant year. This request is funded by the Ohio Department of Health Older Adult Falls (IF27) Prevention grant.
- PMT: Agency**
The Board approved item on consent.
- 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 2027 grant year. This request is funded by the Ohio Department of Health Older Adult Falls (IF27) Prevention grant.
- PMT: Agency**
The Board approved item on consent.
- D. Black Wing Shooting Center Partner Agreement** – Request Board approval to authorize the Health Commissioner to enter into an agreement with Black Wing Shooting Center for the purpose of creating protective environments through reducing access to lethal means among youth at risk. This request is funded by the Ohio Department of Health Youth Suicide (YS27) Prevention grant.
- PMT: Agency**

The Board approved item on consent.

- E. **HelpLine Partner Agreement** – Request Board approval to authorize the Health Commissioner to enter into an agreement with HelpLine for the purpose of teaching coping and problem-solving skills through supporting social-emotional learning programs. This request is funded by the Ohio Department of Health Youth Suicide (YS27) Prevention grant.

PMT: Agency

The Board approved item on consent.

- F. **Syntero Partner Agreement** – Request Board approval to authorize the Health Commissioner to enter into an agreement with Syntero for the purpose of teaching coping and problem-solving skills through supporting social-emotional learning programs. This request is funded by the Ohio Department of Health Youth Suicide (YS27) Prevention grant.

PMT: Agency

The Board approved item on consent.

6.032 ADMIN/FACILITIES

- A. **Fleet** – Request Board approval to authorize the Health Commissioner to purchase two 2026 Ford Explorers, two 2026 Ford Broncos, and four Honda HR-Vs and to sell and remove from inventory the following fleet vehicles: 2016 Ford Fusions (1FA6P0G71G5121101, 1FA6P0G7XG5122070, 3FA6P0G7XGR365228, 1FA6P0G75G5133087), and 2017 Ford Explorers (1FM5K8B82HGC19350, 1FM5K8BH8HGC30546, 1FM5K8B87HGC46057, and 1FM5K8B86HGB61548).

Mr. Holzapfel moved to approve the Health Commissioner to purchase new vehicles and to sell the vehicles listed above. Ms. Harvey seconded the motion. The motion carried unanimously.

6.034 PREVENTATIVE HEALTH

- A. **Accept additional funding from Coffective: Local Community Partnership Collaborative Grant** – Request Board confirm acceptance of additional funding from the grant which is selected by ODH - WIC. DPHD was selected to receive an additional \$906.06 to develop and implement initiatives to strengthen WIC and breastfeeding initiatives. This is in addition to the \$5,000 previously awarded. The Preventative Health Division requests Board approval to expend grant funds according to the Notice of Award.

PMT: Agency

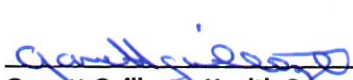
The Board approved item on consent.

6.040 SPECIAL REPORTS – 30 Mins Continuing Education

- A. **Continuing Education- 2026 Community Health Assessment Review (ORC 3701.342)** – The Board of Health received an update and overview regarding the data collected during the 2026 Community Health Assessment. Commissioner Guillozet and Deputy Keagy provided an update and overview of the data collected.

Being no further business. Mr. Blayney adjourned the meeting. The meeting was adjourned at 8:46p.m.

 9/29/26
Patrick Blayney, P.E., President Date
or Dr. Briana Donaldson, Vice President

 9/29/26
Garrett Guillozet, Health Commissioner Date
Secretary to the Board of Health