



Delaware General Health District

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 DelawareHealth.org



**Board of Health Meeting Short Agenda
 September 26, 2017**

1.0 CONVENTION

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
1.01 CALL TO ORDER	2	
1.02 CONSENT ITEMS	2	Approve
1.03 APPROVAL OF MINUTES	2	Approve
1.04 APPROVAL OF BILLS	2	Approve

2.0 STAFF REPORTS

<i>Agenda Item</i>	<i>TIME</i>	<i>Action/ Contact</i>
2.01 HEALTH COMMISSIONER	2	Info
2.02 FINANCE		
A. Finance Report	2	Accept

3.0 BOARD REPORTS

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
3.01 BOARD PRESIDENT	<15	Info

4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
4.01 REGULATION HEARING/ADOPTION		
A. First Reading of Resolution #2017-07 Delaware General Health District Setting Environmental Health Fees for 2018	5	Approve

6.0 NEW BUSINESS

New items of information or for Board action

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>
6.012 APPROPRIATIONS		
A. Injury Prevention	0	Consent
B. Creating Healthy Communities (CHC)	0	Consent
6.015 EXPENDITURES		
A. Winter Educational Conference / Bent Tree Golf Club	0	Consent
B. Renovate Restroom (Basement 1 West Winter)	0	Consent
6.023 TUITION REIMBURSEMENT/STAFF DEVELOPMENT		
A. Conference / Mr. Wes Stone	0	Consent
B. Conference / Ms. Abbey Trimble and Ms. Abby Crisp	0	Consent

<p>NACCHO Scholarship was not received; therefore, request updated as identified in red text.</p> <p>C. Conference / Mr. Travis Irvan - Request Board approval <u>to expend up to \$1,395.68 Public Health funds</u> for Mr. Travis Irvan to attend the InFORM conference in Garden Grove, California on November 6-9, 2017. This conference is applicable to the disease outbreak duties of Mr. Irvan as Program Manager and Epidemiologist and directly related to Strategic Plan goal of Visible Leadership and Workforce Development. Expenses include conference/registration (\$175); hotel (\$498.24); meals (\$237.44); airfare (\$450) airport shuttle (\$15) and parking (\$20) for a total of \$1,395.68. Out of Health District and/or State Approval form attached <u>and expenditure is budgeted.</u> Mr. Irvan has applied for a scholarship from NACCHO and will attend the conference only if the scholarship, which pays up to \$1,400 in trip expenses, is received. Only work time for travel and attendance is requested.</p>	>2	Approve
6.02 PERSONNEL		
<p>A. Upon review of the Administrative Assistant to the Health Commissioner job description during the annual performance appraisal process it was noted that the points for Experience was incorrectly noted as 92 (3-5 years' experience). The experience per the job description is 5-7 years, therefore the point value given should be 128. This changes the total points for the position to 469 which is outside of Pay Grade A 9. The Personnel Committee met this evening and will have a recommendation for correction.</p>	>5	Approve
6.03 CONTRACTS		
<p>A. Blessings in a Backpack</p>	0	Consent
<p>B. Lutheran Social Services of Central Ohio</p>	0	Consent
6.04 SPECIAL REPORTS		
<p>A. The Board of Health retreat is scheduled for October 14, 2017</p>	0	Info
<p>B. The Board of Health continuing education annually per ORC 3701.342</p>	0	Info
<p>C. Friends for Life - Ms. Pam Shears, Administration Program Manager, will provide the Board a presentation about the Friends for Life Fund</p>	15	Info
6.05 BOARD ACTIONS/POLICIES/LEGAL ISSUES		
<p>A. Executive Session - The Board of Health will adjourn to Executive Session for the purpose of considering the purchase of property.</p>	20	Approve