

1.0 CONVENTION**1.01 CALL TO ORDER**

The meeting was held at the Delaware General Health District located at 1 West Winter Street, Delaware, OH and called to order at 7:00 p.m. by Dr. Threlfall. Board members present included: Dr. Threlfall, President; Ms. Fleischer; Mr. Wisener; Ms. Howerton; and Ms. Karr. Staff members present were: Mrs. Shelia Hiddleston, Health Commissioner; Mr. Steve Burke, Environmental Health Director; Ms. Jen Keagy, Community Health Director; Ms. Pam Shears, Administrative Services Manager; Mr. Dave Knowlton; Operations Director; and Joan Bowe, Personal Health Director. Lisa Spangler Administrative Assistant Plumbing and Shelly Harmon, Administrative Assistant Food Protection and Public Safety. Public in attendance: Ms. Marianne Gabel, Dr. Alice Frazier, and Mr. Mike Schoal.

A. Election of Officers - For this portion of the meeting, the Secretary of the Board presided. Ms. Heather Karr was appointed to the Board by the City of Powell with term ending 2022; Dr. Threlfall was re-appointed to the Board by the District Advisory Council with term ending 2022.

B. Nominations – As the nominations committee currently has no members, nominations were made from those present.

1. Nominations and election for President

Mr. Weisner moved to nominate Dr. Threlfall for Board President. The motion was seconded by Ms. Karr. The motion carried unanimously. Ms. Karr moved to close nominations the motion was seconded by Ms. Fleischer. Vote to elect Dr. Threlfall passed unanimously.

2. Nominations and election for Vice President

Ms. Fleischer moved to nominate Mr. Blayney Vice President of the Board. The motion was seconded by Ms. Karr. The vote to elect Mr. Blayney carried unanimously.

1.02 CONSENT ITEMS

6.011 Budget

6.012 Appropriations

6.014 Fee Waiver

6.015 Expenditures

6.016 Inventory

6.021 Personnel

6.022 Reclassification

6.023 Tuition Reimbursement/Staff Development

6.025 Salary Scale/Policies/Benefits

6.03 Contracts

Information Only

6.04 Climate Change

Mr. Weisner moved to approve the agenda and the consent agenda as submitted. The motion was seconded by Ms. Fleischer. The motion passed unanimously.

1.03 APPROVAL OF MINUTES

Ms. Howerton moved to approve the minutes as submitted. The motion was seconded by Mr. Weisner. The motion passed unanimously.

1.04 APPROVAL OF BILLS

Ms. Howerton moved to approve the bills. The motion was seconded by Ms. Fleischer. The motion passed unanimously.

2.0 STAFF REPORTS**2.01 HEALTH COMMISSIONER**

The Opiate Action Plan draft is complete and will be reviewed with the Sherriff's department before being presented to the Board. Staff has met with an Ohio Health Labor and Delivery nurse to discuss concerns related to pregnant women that are addicted. The Board will be invited to attend an upcoming meeting with community partners to discuss gaps in services.

A Board retreat will be planned for October to review the strategic plan. A Doodle Poll will be sent to determine a date. The quarterly report of the Strategic Plan reveals that many tasks are completed. Divisions are reviewing the plan to make updates and leadership will review strategies.

Staff met with hospital partners to discuss the Community Health Assessment. Financial commitments have been received from United Way, \$8,000, OhioHealth Grady, \$10,000. Nationwide Children's Hospital will provide in-kind contributions and Mt. Carmel is interested but has made no commitment. Since Mount Carmel and Nationwide Children's Hospital do not operate a hospital in Delaware County, it is not required for them to complete a community needs assessment in Delaware County. The Community Health Assessment schedule will follow a six year rotation for a full assessment with a 3 year mini assessment in between. This meets the PHAB requirement for health departments and the hospital's requirements for the IRS: this is mandated by the Ohio Department of Health and Office of Health Transformation.

There will be a press release Wednesday, March 30 from Robert Wood Johnson announcing the County Health Rankings.

The Personnel Committee will meet April 20.

Board CEU training will begin next month and continue for the next eight meetings. Accommodations will be made for those who miss any of the sessions.

This year's annual report contained a link to a video produced by health department staff. Ms. Hiddleston reported that there were over 9,000 hits which greatly surpassed hits on other agency provided links in the past.

Mr. Burke introduced new employees; Shelly Harmon, Administrative Assistant for Food Protection and Public Safety; and Lisa Spangler, Administrative Assistant Plumbing, Solid Waste and Emergency Response.

2.02 FINANCE

A. Finance Report – Mr. Knowlton reviewed the Budget Book contents. Ms. Hiddleston reviewed the Budget process requiring the submission of the agency's budget to the Budget Commission comprised of the County Auditor, County Treasurer and the County Prosecutor.

Mr. Weisner moved to accept the finance report. The motion was seconded by Ms. Fleischer. The motion carried unanimously. The Board reviewed and accepted the year-to-date finance report

3.0 BOARD REPORTS

3.02 BOARD COMMITTEES

A. Personnel Committee - The Personnel Committee met on March 16, 2017. Their recommendations were presented on the agenda.

4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

4.01 REGULATION HEARING/ADOPTION

A. Second reading of Rabies Control Rules -The draft rules were posted on the agency's website. Staff sent out requests for comments from area veterinarians and various animal control staff. Staff has received no comments regarding the proposed rules.

Ms. Karr moved to approve the Second reading of 2017 Rabies Control Rules. The motion was seconded by Ms. Fleischer. The motion carried unanimously.

6.0 NEW BUSINESS

6.01 FINANCE

6.011 BUDGET

A. Budget – Requested approval of the 2017-2018 budget which was provided to the Board in advance of the meeting and the appropriation levels for the agency for 2018. Additional anticipated costs were delineated in the in a document previously provided to the Board.

Mrs. Hiddleston and Mr. Knowlton also provided a Budget/Carryover Justification talking points document for review. Ms. Hiddleston explained that the County Auditor expressed concern over the high carryover of levy funds and has indicated that he may advocate to reduce collection of the levy. The talking points document will be submitted to the Budget Commission to answer questions and provide justification for making no changes to the levy collection. A legal opinion as to whether the Budget Commission has the authority to reduce

levy collection has been sought through the Prosecutor's office. If the reduction is pursued, and it has been determined that there is no legal authority, outside legal counsel will be solicited as the Prosecutor's office would have a conflict in that it represents both the Budget Commission and the Health District.

The Board approved item on consent.

B. Delaware General Health District Building Mortgage – Last month the Board approved a request to pursue the opportunity to pay off the DGHD mortgage by 2020. Upon closer inspection the payoff was incorrectly reported due to out of date spreadsheet numbers, so the current payoff of the mortgage will not be in August 2023, it will occur in August 2024. The report that increasing the payment to \$15,000 would pay off the loan May 2020 when it should have been reported with a payoff of May 2021. The request was to allow the monthly payment increase of \$15,000 to allow for the loan pay off of May 2021.

The Board approved item on consent.

6.012 APPROPRIATIONS

A. Data & Communication - Requested Board approval to increase current 2017 Data & Communication expense appropriation (70225114) by \$44,434.58 to \$408,806.91 to bring current expenditures in line with current spending plans. Other changes are needed to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

The Board approved item on consent.

B. Building -Requested Board approval to increase current 2017 Building expense appropriation (70225115) by \$16,947.05 to \$409,535.41 to bring current expenditures in line with current spending plans. Other changes are needed to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

The Board approved item on consent.

C. CH Health Promotion - Requested Board approval to increase current 2017 CH Health Promotion expense appropriation (70225221) by \$30,380.36 to \$292,612.66 to bring current expenditures in line with current spending plans. A budget revision form was previously sent. for line item details.

The Board approved item on consent.

D. CH Admin – Requested Board approval to increase the current 2017 CH Admin Fund (70225222) expense appropriation by \$18,920.07 to \$285,245.68. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

The Board approved item on consent.

E. Health Nutrition & Promotion – Requested Board approval to decrease the current 2017 Health Nutrition & Promotion Fund (70225224) expense appropriation by \$112,206.35 to \$357,366.22. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

The Board approved item on consent.

F. Communications - Requested Board approval to increase the current 2017 Communications Fund (70225225) expense appropriation by \$36,463.55 to \$238,998.59. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

The Board approved item on consent.

G. Sewage - Requested Board approval to decrease the current 2017 Sewage Fund (70225443) expense appropriation by \$14,073.77 to \$284,779.27. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

The Board approved item on consent.

H. Residential Services - Requested Board approval to increase the current 2017 Residential Services Fund (70225445) expense appropriation by \$94,459.14 to \$241,088.07. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.
The Board approved item on consent.

I. Plumbing - Requested Board approval to increase the current 2017 Plumbing Fund (70225446) expense appropriation by \$240,565.94 to \$439,559.05. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.
The Board approved item on consent.

J. Food Protection & Public Safety - Requested Board approval to increase the current 2017 Food Protection & Public Safety Fund (70225447) expense appropriation by \$48,042.22 to \$109,423.49. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.
The Board approved item on consent.

K. PH Administration - Personal Health Administration (PH Admin) - Requested Board approval to decrease the current 2017 PH Administration (70225551) expense appropriation by \$111,101.63 to \$208,336.42. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.
The Board approved item on consent.

L. PH United Way – Requested Board approval to decrease the current 2017 (70225553) expense appropriation by \$16,766.11 to \$64.36. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. DGHD made a decision to not apply for United Way funding this year. These are clean up expenses that have already been charged. A budget revision form was previously sent.
The Board approved item on consent.

M. Disease Prevention - Requested Board approval to decrease current 2017 Disease Prevention (70225554) expense appropriation by \$256,200.39 to \$209,042.53. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

N. Community Health & Clinic Services – Requested Board approval to increase the current 2017 Community Health & Clinic Services Fund (70225555) expense appropriation by \$328,090.65 to \$556,011.52. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.
The Board approved item on consent.

O. BCMH – Requested Board approval to increase current 2017 BCMH Fund (70225556) expense appropriation by \$38,889.51 to \$72,646.27. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.
The Board approved item on consent.

P. Food Fund - Requested Board approval to decrease the current 2017 Food Fund (70451504) expense appropriation by \$28,364.19 to \$483,353.42. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.
The Board approved item on consent.

Q. Women, Infants & Children (WIC) – Requested Board approval to reallocate a few line items of the current 2017 WIC Fund (70951509) expense appropriation. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.
The Board approved item on consent.

R. Creating Healthy Communities Grant (CHC) – Requested Board approval to increase the current 2017 Creating Healthy Communities Grant (71151511) expense appropriation by \$10.01 to \$99,426.62. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

The Board approved item on consent.

S. Injury Prevention - Requested Board approval to decrease the current 2017 Injury Prevention (71251512) expense appropriation by \$882.18 to \$72,469.43. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

The Board approved item on consent.

T. Public Health Emergency Preparedness (PHEP) Fund – Requested Board approval to increase the current 2017 Public Health Emergency Preparedness Fund (71751519) expense appropriation by \$19,042.26 to \$139,652.00. This change is necessary to bring line item expenses up to date with the latest estimates and revisions that came from the budget process. A budget revision form was previously sent.

The Board approved item on consent.

6.014 FEES

A. Fee Waiver - Requested Board approval to waive the HbA1C and total cholesterol fees, \$12.25 and \$4.50 respectively for DGHD clinic, In Your Neighborhood clinic, or community health fair clients. Sixty-nine cholesterol tests were performed in 2016 for total charges of \$310.50. No HbA1C tests were provided to general clinic clients in that time frame (per unit charge of \$12.25). Neither test is recommended to be done more than 2-4 times per year for any one person and agency records do not show more than 1 for the great majority of clients. It is hoped that the fee waiver will encourage more testing and more effective outreach. The effects of this waiver will be assessed at the end of 2017. Funds are budgeted for the testing supplies.

The Board approved item on consent.

6.015 EXPENDITURES

A. Partition Materials and Labor - Requested Board approval to expend up to \$3,200 Public Health funds to purchase materials and labor to erect a partition in the large office area on 2nd floor of 3 WW. IT staff are being moved to this area to make room for additional EH staff. Expenditure is not budgeted.

The Board approved item on consent.

B. Family Child First Council - Requested Board approval to provide agency support of \$5,000 to Family Children First Council (FCFC). Delaware FCFC is a community partnership whose goal is to enhance the wellbeing of children and families. Mandated member agencies are asked to contribute during each calendar year to assure that coordination of services to families occurs in a quality and timely manner. Mrs. Hiddleston recommended support of the FCFC Request. This is a budgeted item in the 2017 budget.

The Board approved item on consent.

C. Environmental Health Expansion - Staff Requested approval to expend up to \$10,000 public health funds for desks, chairs and accessories for the Food Unit staff to set up in new area of 1 W. Winter St. 2nd floor. The IT staff graciously relocated to the 2nd floor of 3 W. Winter to accommodate the staff growth in the EH area; this move allows for the additional RS position (one approved and one anticipated), the additional plumbing inspector, and the interns. The existing desks used by the Food Unit staff were included in the purchase of the building in 2000 and are worn and tattered.

The Board approved item on consent.

6.016 INVENTORY

A. Samsung copier #7101 - Requested Board approval to remove a Samsung copier #7101 from inventory. The copier, used at the Morrow County WIC office, is no longer in working order. Pending approval from the Ohio Department of Health it will be replaced using WIC funds.

The Board approved item on consent.

6.02 PERSONNEL**6.021 AUTHORIZATION/EMPLOYMENT**

A. Job Descriptions - The job description (JD) revisions are complete and the new format is in place; this meets one of the objectives of the Strategic Plan. The Board was provided with two examples and all JD's having the following sections: General Information, Reporting Structure, Position Summary, Essential Functions, Minimum Qualifications, Licensure/Certifications, Competencies, and Physical Work Environment. Each job description also has a companion document that delineates the Council on Linkages Public Health Competencies; the two examples also have the companion document. Requested approval as to the concept and format by the BOH; there may be some minor adjustments to Essential Functions in the near or distant future as job responsibilities change over time. The Board Personnel Committee reviewed the job descriptions for formatting and concept and recommended approval.

The Board approved item on consent.

B. Performance Appraisal (PA) - The Performance Appraisal (PA) Task Force has completed the new PA tool and tool has been reviewed by the Leadership Team; this meets one of the objectives of the Strategic Plan. The new tool is tied very closely to the new JD. The tool is was provided previously to the Board for approval as to concept and format. There may be some minor adjustments to the attributes as the definitions are developed to assure clarification and equity in the evaluation of all employees. The Board Personnel Committee reviewed the performance appraisal tool for formatting and concept and recommend approval.

The Board approved item on consent.

C. Voluntary Resignation - Requested the Board accept resignation of Heather Day, Program Manager for Clinical Services effective April 19, 2017. Ms. Day has accepted a Director level position with Knox County Public Health.

The Board approved item on consent.

6.022 RECLASSIFICATION/PROMOTION

A. Point Factoring - The DGHD uses a point factoring system to determine where a particular job falls on the salary scale. There are eight different factors that are considered and each JD is reviewed to assure that all essential functions align with the correct degree. Upon the completion of the JD revisions, each position was evaluated to assure that the points were still aligned correctly. There were five job/employees that have a change in the points; the jobs and reasons for issue was discussed in detail with the Board Personnel Committee. A minor adjustment was made to the total points in category A, B(P), and B(IT) so that no new grades were created. Staff recommended no change in pay related to the changes due to the point factoring system changes unless the staff person is outside of the minimum pay grade amount. The recommendations by staff included the grandfathering of three staff Ms. Elhami (GIS Specialist), Mr. Wren (IT Specialist 3), and Ms. Shears (Administrative Services Program Manager) to the corrected pay grade without a change in pay or grade until position is vacated. The revised Point Factoring with notes was previously provided to the Board with changes noted in red. The Board Personnel Committee reviewed the point factoring recommendations in detail and recommended approval.

The Board approved item on consent.

6.023 TUITION REIMBURSEMENT/STAFF DEVELOPMENT

A. Conference - Requested Board approval to expend up to \$1705.00 Public Health funds for Ms. Shelia Hiddleson to attend the National Association of County and City Health Officials (NACCHO) conference in Pittsburgh, PA July 10, 2017 to July 13, 2017. This conference is applicable to the responsibilities of Ms. Shelia Hiddleson and directly related to Strategic Plan goals of Visible Leadership, Workforce Development and Performance Management. Expenses include conference/registration (\$530); hotel (\$441.18); meals (\$385.88); mileage \$227.00 (this is less than air fare) and parking (\$120.00). Out of Health District and/or State Approval form was previously provided to the Board and expenditure is budgeted.

The Board approved item on consent.

B. Training - Requested Board approval to expend up to \$1,616.25 funds for Abby Crisp to attend two (2) courses with the OSU Center for Public Health Summer Series; "Developing, Designing, and Performing Local Surveys" and "A Short Course on Small Area Estimation" in Columbus, Ohio on June 19 – 25, 2017. This conference is applicable to the population based health education programming regarding falls prevention for the older adults of Delaware County and to help in her position on the Statewide Data Collection Subcommittee of the Ohio Injury Prevention Partnerships (OIPP) and directly related to Workforce Development and Visible goals of the Strategic Plan. Expenses include conference/registration (\$1,560) and parking (\$56.25). Expenditure is budgeted approved by the ODH Injury Prevention Grant staff. **The Board approved item on consent.**

C. Conference – Requested Board approval to expend up to \$1,950 funds for Abby Crisp to attend the NCOA National CDSME and Falls Prevention Resource Centers Meeting/conference in Alexandria, VA on May 22-25, 2017. This conference is applicable to the falls prevention programming and directly related to Strategic Plan goal of Employees receive training to increase their confidence in receiving higher level of accountability, responsibility, & decision-making. Expenses include conference/registration (\$300); hotel (\$831.27); meals (\$237.44); airfare and luggage fees (\$500) and parking (\$81). Out of Health District and/or State Approval form was previously provided to the Board. Expenditure is budgeted approved by the ODH Injury Prevention Grant staff. **The Board approved item on consent.**

D. Tuition - Requested Board approval to expend up to \$800 Public Health funds for Wes Stone's tuition to obtain Net + and Security + Certifications. The courses are applicable to his position and directly relate to the Strategic Plan Goal of providing IT support. This item is budgeted. Requested the Board waive the requirement in the policy that sets the minimum tuition reimbursement request at \$1000.00. **The Board approved item on consent.**

E. Conference - Requested Board approval to expend up to \$268.98 for Tracy Jennings to attend the WIC mandated Loving Support® Through Peer Counseling conference in New Philadelphia, OH on April 25 – 26, 2017. Expenses include hotel (\$100.35); mileage (\$92.13); and meals (\$76.50). Out of Health District and/or State Approval form was previously provided to the Board. Expenditure is budgeted in the WIC grant. **The Board approved item on consent.**

6.025 SALARY SCALE/POLICIES/BENEFITS

A. Clothing Allowance - The Board of Health recently approved the \$75 clothing allowance for staff. In the original procedure there was an exception: "New staff on probation are not eligible to utilize this policy, with the exception outlined in C (1)". C 1 addresses the provision to provide one agency shirt to all new hires. The Health Commissioner recommended changing that line to "New staff on probation are eligible to utilize this policy, if they are present during the procurement month and upon approval of their manager". This will be a morale booster for a new employee to feel like they are a part of the DGHD and let them know we are counting on them being successful. The Board Personnel Committee reviewed the proposed change and recommended approval. **The Board approved item on consent.**

B. Salary Survey - The DGHD completes a Salary Survey bi-annually, usually by a third party vendor. Ms. Whitney and Shelia Hddleson shared with the Personnel Committee in January 2017 that the last time a salary survey was completed using Clemens Nelson the data was not complete, nor did it compare apples to apples in most cases. Therefore, the salary survey was completed internally; surveys were conducted with surrounding and like local health districts and local businesses, private and public. There were some limitations to the data collected: comparing positions that are not titled the same, some LHD's don't have the same type of scale that we do, some with unions, etc. All of the data is available, both individually from the various entities and as a spreadsheet with averages. The Board was provided spreadsheets that show the DGHD current salary range, the DGHD current salary compared to the averages of those surveyed, the DGHD current salary including the PERS pick-up by the BOH compared to the averages of those surveyed, and the local comparison. The Board Personnel reviewed the staff recommendations in detail and recommended the following adjustments and also recommended expanding the pay grades from a 35% spread to a 40% spread. The changes will keep the DGHD competitive both locally, for those positions where we compete locally, and with like counties for those more health district specific and increasing the spread will assist with retention.

1. The Grade A series minimum should be increased for the Administrative Assistant 2 (A4) and the Administrative Assistant to the HC (A9) by \$0.50. These two changes allow for favorable comparison to the local market, which is where the DGHD competes. Staffs that are currently in this pay grade will only have a salary adjustment if their hourly wage will be below the new minimum.
2. The Grade B(P) all three minimums should be increased by \$3.00; this adjustment is recommended for Market as the current position posted has not allowed us to hire a Plumbing Inspector (PI) even with the increase the BOH approved last month to begin above the mid-point. In addition, the current staff salaries would be increased by \$1.50/hour; the PI pool of applicants is very small across the state and several of the surrounding counties have reached out to Mr. Burke and/or me to provide PI services for them. In addition, because those LHD's also need PI the current staffs are being called regularly with job offers at higher salaries. By increasing DGHD salaries, that include the PERS pick-up, we remain competitive and when a new PI is hired within the new range internal equity will be maintained.
3. The B(IT) Series may need to have future changes but at this time the range is comparable locally which is where the DGHD competes when PERS pick-up is included. In the fall upon Mr. Wren's retirement this may need to be adjusted for market reasons.
4. The Grade C series needs to be adjusted to remain competitive in the surrounding LHD market for these positions: Health Educator (1, 2, & 3) WIC Health Professional 2, and Public Health Nurse 1. The C3, C4, and C5 minimums should be increased by \$0.50 to be comparable. The C6 and C7 minimums should be increased by \$0.25 to keep the series in line and assure internal equity. Staffs that are currently in this pay grade will only have a salary adjustment if their hourly wage will be below the new minimum.

The revised pay grades with all recommendations were previously provided to the Board. The Board Personnel reviewed the staff recommendations in detail and recommended approval.

The Board approved the request on consent

(Health Commissioner's Note: While the PHN salary is in line for local health districts, recruiting to fill the vacant positions in proving difficult. A salary survey of local hospitals may need to occur in 2017 and market adjustments may be needed if open positions remain unfilled.)

C. Position Series Plan - Requested Board approval of the updated Position Series Plan (previously provided) which will be called the Position Series Control Plan into the future. The Plan will now include Status and BOH approval in addition to those items needed in the event of a lay off. The document previously provided includes updates since September 2016 and all of the items approved on this agenda (should some items not be approved, a new plan will be provided in April 2017).

The Board approved item on consent.

6.03 CONTRACTS

A. Tobacco Coalition Support - Requested Board approval to enter into contract with a Coalition Facilitator (to be determined) in the amount not to exceed \$6,000 in Public Health funds upon review and approval of the Delaware County Prosecutor. The contract will provide services to facilitate the Tobacco-Free Delaware County Coalition meetings and implement the strategies within the 2015-2018 Tobacco Strategic Plan focused on awareness, prevention, and advocacy.

The Board approved item on consent.

6.04 SPECIAL REPORTS

A. Climate Change – Marianne Gabel, Dr. Alice Frazier and Mike Schoal provided a presentation on the Citizens Climate Lobby which has a chapter in Delaware County. Printed materials were provided. Information provided included statistics on the health effects of climate change, the local impact on vulnerable populations and advocacy for a Carbon Fee and Dividend Policy. The group explained the focus of the lobby which is to advocate for a Carbon Fee and Dividend policy. The group requested a resolution from the Board acknowledging the dangers of climate change to health.

Ms. Hiddleson commented that though it is not permissible for a Board of Health to lobby for issues, the approach that could be taken is in the form of a white paper that staff will write if the Board desires. She noted that the agency's strategic plan includes air quality initiatives.

6.051 APPOINTMENTS

A. 2017 Board Committees Assignments – The committee assignments for 2017 were made and are represented below:

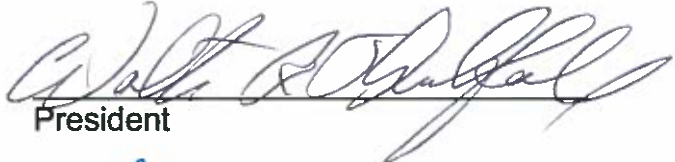
2017 Board Committees					
Finance	Personnel	Subdivision Variance	Regulation Review	Levy	Nominations
W Threlfall	G Wisener	W Threlfall	W Threlfall	W Threlfall	
P Blayney	M Fleischer	P Blayney	P Blayney	P Blayney	
M Hickman	H Karr		A Howerton		
	D Smith				
D Knowlton	S Hiddleson	S Burke	S Burke	S Hiddleson	S Hiddleson
S Hiddleson	A Whitney	A Howard			

6.054 LEGAL ISSUES

A. Food Recalcitrants – All food services facilities have paid for their 2017 licenses. Mr. Burke commented that this is the first time in 31 years that there have been no recalcitrants to bring to the Board. This year, the Prosecutor's Office sent a letter to those food services who had not paid by the March 1 deadline. The letter explained that upon approval by the Board, the facilities with unpaid licenses would be shut down. He also noted that this was the first year that payment by credit cards was accepted.

Adjourn

Mr. Weisner moved to adjourn. The motion was seconded by Ms. Karr. The motion passes unanimously. The Board adjourned at 8:00 p.m.



 President



 Secretary