

**GARRETT GUILLOZET, MPA, REHS | HEALTH COMMISSIONER**

470 SOUTH SANDUSKY STREET | DELAWARE, OHIO 43015

PHONE: (740) 368-1700 FAX: (740) 368-1736 | DELAWAREHEALTH.ORG



Date: June 20, 2024

To: Board of Health

From: Garrett Guillozet, MPA, RS/REHS, AEMT  
Health Commissioner

Re: Board meeting **Tuesday, June 25, 7:00 pm** at 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>
<b>1.01 CALL TO ORDER AND ATTENDANCE</b>	2	
<b>1.02 CONSENT ITEMS</b> 6.012 Appropriations A-D 6.03 Contracts A-D 6.034 Preventative Health A	2	Approve
<b>1.03 APPROVAL OF MINUTES</b> A. Previously sent.	2	Approve
<b>1.04 APPROVAL OF BILLS</b> A. Previously sent. <a href="#">Pages 1-11 of the Supporting Documents.</a>	2	Approve

### 2.0 STAFF REPORTS

<i>Agenda Item</i>	<i>TIME</i>	<i>Action/ Contact</i>	<i>PMT</i>
<b>2.01 ACTING HEALTH COMMISSIONER</b>	2	Info/Jen	
<b>2.02 FINANCE</b> A. <b>Finance Report</b> – Requesting Board review and accept the year-to-date finance report ( <a href="#">attached</a> ). <a href="#">Pages 12-16 of the Supporting Documents.</a> <b>Action Requested: Accept</b>	2	Accept/ Jen/Amy	Agency

<b>2.03 COMMUNITY HEALTH</b>		Jen	
<b>2.04 ENVIRONMENTAL HEALTH</b>		Dustin	
<b>2.05 PREVENTATIVE HEALTH</b>		Adam	
<b>2.06 ADMINISTRATION</b>		Amy	

### 3.0 BOARD REPORTS

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
<b>3.01 BOARD PRESIDENT</b>	<15	Info	
<b>3.02 BOARD COMMITTEES</b>		Info	
<b>3.03 BOARD MEMBER COMMENTS</b>	<10	Info	

### 4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
<b>4.04 CITIZEN REQUEST</b>			

### 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>
<b>6.012 APPROPRIATIONS</b>			
<p><b>A. Health Department (70251001):</b> Request Board of Health approval to amend the 2024 Budget to provide a supplemental appropriation of \$125,000.00 in Object 5801 Miscellaneous Cash Transfers of the 70251001 (Health Department) Fund to cover the cash transfer of \$125,000.00 to 75451402 New Facility Debt Service Fund. <b>Action Request: Consent Approval</b></p>	0	Consent/ Amy	Agency
<p><b>B. Clinic Services (70225555):</b> Request Board approval to amend and increase appropriations in Clinic Services Fund from \$799,800.25 to \$814,800.25. A copy of the budget revision was provided to the Board. – Page 19 of the Supporting Documents. <b>Action Request: Consent Approval</b></p>	0	Consent/ Amy	Agency
<p><b>C. Insurance Benefit Pool (70225771):</b> Request Board approval to amend and increase appropriations in Insurance Benefit Pool Fund from \$1,599,500.00 to \$1,599,985.00. A copy of the budget revision was provided to the Board. – Page 18 of the Supporting Documents. <b>Action Request: Consent Approval</b></p>	0	Consent/ Amy	Agency
<p><b>D. EO 23 (71651531):</b> Request Board approval to amend and increase appropriations in EO 23 Fund from \$632,313.32 to \$893,705.23. A copy of the budget revision was provided to the Board. This revision accounts for an increase in funding from the Ohio Department of Health. – Page 17 of the Supporting Documents. <b>Action Request: Consent Approval</b></p>	0	Consent/ Amy	Agency

<b>6.021 AUTHORIZATION/EMPLOYMENT/TRAVEL</b>				
<b>A. Personnel Actions and Travel Requests</b>				
<p>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.</p>				
<b>Transfer/Promotion:</b>				
Elizabeth Elliott	EHS-IT to Community Health Specialist 1	June 8, 2024		
<b>Promotion:</b>				
Kaitlyn Morrisey	CHS 1 to Epidemiologist 1	June 8, 2024		
<b>Resignation:</b>				
Mahalia Burleson	CHS 3	July 12, 2024		
<b>Action Requested: Approve as Recommended</b>				
<b>B. Fiscal Coordinator:</b> Request Board approval to create Fiscal Coordinator Position and to promote Janet Naticchia from Fiscal Specialist 2 to Fiscal Coordinator. <a href="#">See pages 20-22 of the Supporting Documents.</a> <b>Action Requested: Approval as Recommended by the Personnel Committee</b>		<b>3</b>	<b>Discuss Jen/Amy</b>	<b>Agency</b>
<b>6.03 CONTRACTS</b>				
<b>A. SourcePoint Older Adults Falls Prevention Contract</b> – Request Board approval to authorize the Health Commissioner to amend the contract with SourcePoint to expand the scope of balance and mobility class offerings. The total contract amount of \$15,000 is not changing. This request is funded by the Ohio Department of Health IF24 Injury Prevention – Falls Among Older Adults grant. <b>Action Requested: Consent approval</b>		<b>0</b>	<b>Consent/Jen</b>	<b>Community/Engagement</b>
<b>B. Delaware County Board of Elections NaloxBox MOU</b> – Request Board approval to authorize the Health Commissioner to enter into a memorandum of understanding with the Delaware County Board of Elections 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 IH24 Integrated Harm Reduction grant. <b>Action Requested: Consent approval</b>		<b>0</b>	<b>Consent/Jen</b>	<b>Community</b>
<b>C. Ms. Nicole Carroll Contract Addendum</b> – Request Board approval to authorize the Health Commissioner to amend the contract with Ms. Nicole Carroll for car seat technician and CarFit services, not to exceed \$20,000.00 (\$30/hour) for services during 2024. This contract will be paid out of Public Health funds. <b>Action Requested: Consent approval</b>		<b>0</b>	<b>Consent/Jen</b>	<b>Agency/Community</b>
<b>D. Ms. Joette Moore</b> – Request the Board of Health to authorize the Health Commissioner to contract with Ms. Moore to provide Retail Food Establishment/Food Service Operation inspections and training according to Ohio Revised Code 3717, Ohio Administrative Code 3717-01, 901:3-4, and 3701-21. The contract shall commence July 1, 2024, and extend until September 30, 2024. The total amount shall not exceed \$13,000.00 (\$35.00/hour). <b>Action Requested: Consent approval</b>		<b>0</b>	<b>Consent/Dustin</b>	<b>Agency</b>

<b>6.034 PREVENTATIVE HEALTH</b>			
<p><b>A. Accept and Expend Enhanced Operations grant</b> – Request Board accept and approve to expend the updated Enhanced Operations grant according to the Notice of Award. The updated grant will increase to \$893,705.23 (previously \$632,313.32) and includes additional funding for trainings, prevention supplies, new and upgraded IT/software, transportation, and other general supplies.</p> <p><b>Action Requested: Consent approval</b></p>	<b>0</b>	<b>Consent/ Adam</b>	<b>Agency</b>

Sincerely,

Garrett Guillozet	Dustin Kent	Jen Keagy	Adam Howard	Amy Whitney
Health Commissioner	Deputy Health Commissioner Environmental Health	Deputy Health Commissioner Community Health	Deputy Health Commissioner Preventative Health	Chief Operating Officer
937/418-7211	419/202-1063	614/315-1337	740/360-4718	740/816-6419

DRAFT