

GARRETT GUILLOZET, MPA, REHS | HEALTH COMMISSIONER

470 SOUTH SANDUSKY STREET | DELAWARE, OHIO 43015

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



Date: Thursday, January 23, 2025

To: Board of Health

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

Re: Board meeting **Tuesday, January 28, 2025, 7:00 pm** 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>
1.01 CALL TO ORDER AND ATTENDANCE	2	
1.02 CONSENT ITEMS <ul style="list-style-type: none"> • 6.012 APPROPRIATIONS A-F • 6.021 AUTHORIZATION/EMPLOYMENT/TRAVEL A • 6.03 CONTRACTS A-B • 6.034 PREVENTATIVE HEALTH A 	2 Approve	
1.03 APPROVAL OF MINUTES A. Previously sent.	2	Approve
1.04 APPROVAL OF BILLS AND THEN AND NOWS (November & December 2024) <i>See pages 1-24 of the Supporting Documents</i>	2	Approve

2.0 STAFF REPORTS

<i>Agenda Item</i>	<i>TIME</i>	<i>Action</i>	<i>PMT</i>
2.01 HEALTH COMMISSIONER			
A. Annual DAC Meeting - The Annual District Advisory Council meeting will be held on March 20, 2025, at 7:00pm in Training Room A/B.	2	Info/ Garrett	Agency
B. Conflict-of-Interest Forms – Per the BOH Bylaws, please sign and return the Conflict-of-Interest Form by the February BOH Meeting.	2	Garrett	Agency
2.02 FINANCE			
A. Finance Report – Requesting Board review and accept the year-to-date finance report. <i>See page 25-43 of the Supporting Documents.</i> Action Requested: Accept	10	Accept/ John	Agency
2.03 COMMUNITY HEALTH		Jen	
2.04 ENVIRONMENTAL HEALTH		Jeff	
2.05 PREVENTATIVE HEALTH		Adam	
2.06 ADMINISTRATION		Amy	

3.0 BOARD REPORTS

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

4.0 REGULATIONS/SUBDIVISIONS/VARIANCES/PUBLIC PARTICIPATION

<i>Agenda Item</i>	<i>Time</i>	<i>Action/ Contact</i>	<i>PMT</i>
4.01 REGULATION HEARING/ADOPTION			
4.04 CITIZEN REQUEST			

5.0 OLD BUSINESS

Items pending from the last meeting or information on prior actions and reports.

No previous old business.			
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6.0 NEW BUSINESS

New items of information or for Board action

<i>Agenda Item</i>	<i>Time</i>	<i>Action</i>	<i>PMT</i>
6.012 APPROPRIATIONS			
A. 2023 EO (71651531): Request Board approval to amend and decrease appropriations from \$913,216.40 to \$888,216.40 in the 2023 EO Fund (71651531). This amendment was made in December 2024. A copy of the budget revision was provided to the board. See page 44 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
B. Youth Suicide (70225234): Request Board approval to amend appropriations in Objects 5101, 5103, 5215, and 5301 in the Youth Suicide Fund (70225234). This amendment was made in December 2024. A copy of the budget revision was provided to the board. See page 45 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
C. Litter DKMM (70225233): Request Board approval to amend and increase appropriations from \$81,250.00 to \$87,826.00 in the Litter DKMM Fund (70225233). A copy of the budget revision was provided to the board. See page 46 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency
D. Food Service (70451504): Request Board approval to amend and increase appropriations from \$399,457.62 to \$416,127.40 in the Food Service Fund (70451504). A copy of the budget revision was provided to the board. See page 47 of the Supporting Documents. Action Requested: Consent Approval	0	Consent/ John	Agency

<p>E. Solid Waste (70751507): Request Board approval to amend and increase appropriations from \$45,440.00 to \$47,440.00 in the Solid Waste Fund (70751507). A copy of the budget revision was provided to the board. See page 48 of the Supporting Documents. Action Requested: Consent Approval</p>	0	Consent/ John	Agency
<p>F. Public Health Workforce (75551408): Request Board approval to amend appropriations in Objects 5320 and 5321 in the Public Health Workforce Fund (75551408). There is no change in overall appropriations. A copy of the budget revision was provided to the board. See page 49 of the Supporting Documents. Action Requested: Consent Approval</p>	0	Consent/ John	Agency

6.015 EXPENDITURES

<p>A. HS Gov Tech: Purchase of Software and Services – Request Board approval to authorize the Health Commissioner to enter into a contract for services, migration, and maintenance of an environmental health software system, HS Gov Tech, and to expend necessary funds (Not to exceed \$35,00.00 annually). This was previously discussed with the Board at the April 30, 2024, meeting. See Page xx of the Supporting Documents Action Requested: Introduce for further discussion</p>	<5	Discuss/ Jeff	Agency
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6.02 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)).</p> <p>Action Requested: Discussion and Roll Call Vote Time Entered into Executive Session: _____ p.m.</p> <p>Motion to exit Executive Session: _____ Second: _____ Time Exited from Executive Session: _____ p.m.</p>	15	Motion By: Second: Mr. Blayney: Dr. Hickman: Ms. Gladden: Mr. Karr: Ms. Smith: Mr. Tiberi: Mr. Hatfield: Mr. Holzapfel: Dr. Donaldson:
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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.

Travel:

Aly Hillier	Community Anti-Drug Coalition of America (CADCA) 35th Annual National Leadership Forum – National Harbor, MD	February 3-6, 2025
Milu Nguyen	NACCHO 360: Shaping the Future of Public Health – Anaheim, CA	July 13-18, 2025

Action Requested: Consent approval

6.03 CONTRACTS			
A. Affiliation Agreement - Request Board approval for the Health Commissioner to negotiate and execute an affiliation agreement with Ohio Hi-Point Career Center for clinical education experience. This is initially for Dietetics in Union County but would cover all health-related programs. Action Requested: Consent Approval	0	Consent/ Adam	Community/ Engagement
B. Delaware-Morrow Mental Health & Recovery Services Board Binge Driving Campaign Agreement – Request Board approval to authorize the Health Commissioner to enter into an agreement with the Delaware-Morrow Mental Health & Recovery Services Board for the purpose of collaborating on developing and implementing a media campaign related to binge drinking, which is a strategy in the Community Health Improvement Plan. This request is funded by Public Health funds and not to exceed \$8,000.00. Action Requested: Consent Approval	0	Consent/ Jen	Community
6.034 PREVENTATIVE HEALTH			
A. Reapply for the PHEP Grant – Request Board to confirm application for the PHEP Grant provided by the Ohio Department of Health. This grant will be operational July 1, 2025 – June 30, 2026. The goal of this grant is <i>to build and maintain effective public health emergency management programs</i> . If funded, the Preventative Health Division requests Board approval to expend grant funds according to the notice of award. Action Requested: Consent approval	0	Consent/ Adam	Agency
6.04 SPECIAL REPORTS / CONTINUING EDUCATION			
A. Public Health Accreditation Update – Pages 50-57 of the Supporting Documents	5	Garrett	Agency
B. Strategic Plan Update - Pages 58-78 of the Supporting Documents	5	Garrett	Agency
C. Performance Measure Update Pages 79-80 of the Supporting Documents	5	Garrett	Agency

Sincerely,

Garrett Guillozet	Jeff Gibbs	Jen Keagy	Adam Howard	Amy Whitney	John Beal
Health Commissioner	Director of Environmental Health	Deputy Health Commissioner Community Health	Deputy Health Commissioner Preventative Health	Chief Operating Officer	Director of Finance