

RESOLUTION #2026-178

A RESOLUTION BY THE BOARD OF HEALTH OF THE GALION CITY HEALTH DEPARTMENT TO ESTABLISH NEW HOURS OF OPERATION

WHEREAS, the Board of Health has the authority to approve hours of operation and work rules for its employees in the areas of hours worked and compensatory time for the Galion City Health Department; and

WHEREAS, the Board of Health desires to institute public accessibility to the services of the Health Department yet allow for a 40-hour work week for full-time 40-hour employees, and to continue conduct of Health Department business; and

WHEREAS, the Board of Health has appointed a Health Commissioner per section 3709.14 of the Ohio Revised Code to carry out day-to-day oversight of the Galion City Health Department and to follow orders of the board and the Ohio Department of Health,

NOW, THEREFORE, BE IT RESOLVED that the Galion City Board of Health authorizes the Health Commissioner to change the Galion City Health Department's operational hours to Monday-Thursday 8:00am to 5:00pm and Friday 8:00am-12:00pm, effective July 13th, 2026.

Be it further resolved that effective the week beginning July 13th, 2026 the Monday through Friday operational hours from 8am-4pm are altered for the Galion City Health Department.

Be it further resolved that the proposed Change in Operational Hours for GCHD are to enhance the public's access to healthcare appointments while maintaining a Monday through Friday schedule.

Be it further resolved that the Health Commissioner may approve or disapprove time-off requests for employees based upon functional needs of the department.

Be it further resolved that the GCHD Policy & Procedure Manual will reflect these changes with an updated policy, notice will be given to the public through signage, social media, and monthly announcements.

Adopted by the Galion City Board of Health on this 9th day of June, 2026.

Ms. Burgin_____Ms. Moran_____Mr. Flick _____Ms. Matney _____Ms. Wolf_____

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution adopted by the Board of Health in session this 9th day of June 2026.

Shellie Burgin
Board of Health President Pro-Tempore

Andrea Cinadr
Health Commissioner