

Eastern Highlands Health District  
Board of Directors Regular Meeting Minutes  
Coventry Town Hall, Annex  
Thursday, January 17, 2013 4:30 PM

Members present: A. Bray (Chaplin), R Field (Tolland), M. Hart (Mansfield), M. Kurland (Mansfield), J. Luiz (Columbia), E. Paterson (Mansfield), P. Schur (Willington), J. Stille (Bolton), D. Walsh (Coventry), S. Werbner (Tolland)

Staff present: K. Dardick (5:15pm), C.Trahan, M. Brosseau

### **PUBLIC HEARING**

E. Paterson opened the Public Hearing at 4:30 pm. MOTION made by J. Stille, seconded by P. Schur to waive the reading of the Public Notice because the notice was available to all who were present. MOTION PASSED unanimously.

No Public was present. MOTION Made by J. Stille, seconded by P. Schur to close the Public Hearing. MOTION passed unanimously. Public Hearing was closed at 4:33 pm.

E. Paterson called the meeting to order at 4:35 pm.

### **Approval of Minutes**

MOTION made by R. Field, seconded by M. Kurland to approve the minutes of the December 13, 2012 meeting. Discussion ensued about listing absent members on the meeting. Future minutes will reflect the members who are present and the town they represent. MOTION PASSED unanimously. M. Hart and A. Bray abstained.

### **Public Comments**

NONE

### **Old Business**

#### **1. Proposed Fiscal Year 2013/2014 Operating and CNR Budget**

M. Hart recommended that the Board not adopt the budget until the Governor has released his budget. Discussion ensued about the ability to make changes to an adopted budget.

MOTION made by R. Field, seconded by J. Stille to adopt the Fiscal Year 2013/2014 Operating and CNR budgets as presented. MOTION PASSED unanimously.

### **New Business**

#### **2. Audited Financial Statements for the year ending June 30, 2012**

C. Trahan presented an overview of the audit. J. Stille reported that the finance committee had minor questions and that the finance committee recommended that the board accept the audit. MOTION MADE by D. Walsh, seconded by J. Stille to accept the audit as presented.

S. Werbner expressed concern that the fund balance continues to increase. Finance committee members relayed that they had a brief discussion regarding this and that it would be an agenda item on a future finance committee meeting.

### **Town Reports**

S. Werbner gave an update on ECHIP. He relayed that a contract had been negotiated between ECHIP and EHHD. Discussion took place about whether that contract would be able to be approved by the board in adequate time to meet the timeline set up in the contract. It was requested that S. Werbner follow up with R. Miller regarding this issue. A special meeting of the Board may need to occur.

M. Hart gave an update on the water project between the town of Mansfield and UConn. There will be a public hearing held at the UCONN Health Center, January 22, 2013.

### **Subcommittee Reports**

#### **3. Personnel Committee – Directors Compensation**

M. Hart reported that personnel committee is working on developing an performance appraisal tool to evaluate the Director annually. This will take a while to develop. In the interim the personnel committee recommends compensation for the Director of Health. M. Hart stated that there is sufficient funds in the current budget to cover this.

MOTION made M. Hart, seconded by R. Field to authorize 1. A one-percent increase to the Director of Health's base salary, retroactive to July 1, 2012; and 2. A one-time appropriation of \$500 to a retirement account of the Director's choosing. MOTION passed unanimously.

### **Directors Report**

#### **4. Quarterly financial report – period ending 12/31/12**

C. Trahan stated that the quarterly financial report had been reviewed by the finance committee and gave a brief overview of the report. C. Trahan will confirm the source of the savings in benefits.

There was brief discussion about the interest income. This is to be an agenda item at a future finance committee meeting.

#### **5. Strategic Plan update**

E. Paterson informed the board that the Special Committee is continuing to work on the Action Plan. There is a meeting scheduled for January 29<sup>th</sup> despite some challenges with convening meetings. The final Action Plan will be brought back to the board upon completion of the special committee's work.

#### **6. DPH re: Seasonal Influenza**

Dr. Dardick informed the board that the flu-related emergency room visits are now up to 12%. The majority of the cases are in non-vaccinated individuals. They are still recommending that people get vaccinated. The vaccine is 70% effective.

D. Walsh left at 5:20

**Meeting ended at 5:20 due to loss of quorum.**

Dr. Dardick mentioned that there was an article in the Hartford Courant about an additional tick-borne disease that is being followed.

**Next Board Meeting – February 21, 2013**

Respectfully submitted,

Robert Miller  
Secretary