

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Coventry Town Hall, Annex
Thursday October 18, 2012, 4:30 PM

Members present: John Elsesser, Rick Field, Jonathan Luiz, Michael Kurland (5:15), Paul Schur, Joyce Stille, Deborah Walsh, Steve Werbner

Staff present: Robert Miller, Cherie Trahan, M. Brosseau, Ande Bloom

Members absent: Maria Capriola (Alternate), Matt Hart, Ralph Fletcher, Christina Mailhos (Alternate), Elizabeth Paterson, Tierney Tully, Mike Zambo (Alternate),

J. Elsesser called the meeting to order at 4:39.

Old Business

1. Proposed EHHD Strategic Plan

The meeting opened with a presentation by NESC Consultants Ellen Brown and Joy Dorin on the EHHD Strategic Plan Report. Ellen Brown outlined the high level observations and significant findings made by the consultants. And she reviewed the goals that were established. Joy Dorin offered advice and recommendations about implementation and execution of the strategic plan. Also present for NESC were Roy Norman and Nancy Brennan.

J. Elsesser reminded the board that the budget process is only 2 months away and this should be considered as the Board reviews the strategic plan report. R. Miller reminded the board that the action plan needs to be completed and recommended that the board should be involved in the process.

J. Stille questioned the motion that was proposed to the board in the memo. J. Stille made a MOTION to carry the adoption of the plan over to the next meeting and in the meantime to seek volunteers for additional work on the action plan. Seconded by R. Field.

Discussion: D. Walsh opposed the motion.

J. Stille withdrew the motion.

D. Walsh made a MOTION to accept the document titled, "National Executive Service Corps, Final report for the Eastern Highlands Health District, Strategic Plan, 2013-2017, dated October 5, 2012; and adopt the EHHD Strategic Plan as presented within said report; and further, to authorize the Chair to appoint an ad hoc committee with the charge of finalizing the Strategic Action Plan for approval by the board at a later date. Seconded by M. Kurland.

Discussion ensued and the MOTION WAS AMENDED to accept the document "National Executive Service Corps, Final report for the Eastern Highlands Health District, Strategic Plan, 2013-2017, dated October 5, 2012" AMENDED MOTION PASSED unanimously with J. Stille abstaining.

A MOTION was made by R. Field and seconded by M. Kurland to complete the strategic action plan and ask the director to outreach to board members to see what role they want in the finalization of the action plan. MOTION PASSED unanimously.

Approval of Minutes (June 21, 2012):

Approval of the June 21, 2012 minutes as presented. A MOTION was made by R. Field and seconded by P. Schur with the amendment that the spelling of his name be corrected. MOTION PASSED unanimously.

Public Comments

None

New Business

2. Mansfield Be Well Agreement

A MOTION was made by D. Walsh and seconded by P. Schur to ratify the Town of Mansfield/Eastern Highlands Health District Employee Wellness Service Agreement, as executed September 5, 2012. MOTION PASSED unanimously.

3. Tolland Be Well Agreement

A MOTION was made M. Kurland and seconded by R. Field to ratify the Town of Tolland/Eastern Highlands Health District Employee Wellness Service Agreement, as executed June 29, 2012.

R. Field questioned why the Board was ratifying the agreement now when it was signed in June. R. Miller attributed this to the fact that there was no August meeting and that it has been past practice by the Board to ratify after the fact.

J. Elsesser suggested that a subcommittee look into changing this for the future so there is a clear policy for guidance and that a process is developed.

MOTION PASSED Unanimously.

4. Eastern Connecticut Health Insurance Partnership MOU & Local Health Partner MOU

A MOTION was made by R. Field and seconded by P. Schur to continue this to the next meeting.

R. Miller gave background information on ECHIP and the proposal that EHHD was putting together. This is a short-term project to provide limited employee wellness services. There was discussion about there being a duplication of efforts in this partnership. J. Stille questioned if this would be a breakeven or make money for the district and the staffing implications.

R. Miller stated that this is a new direction with uncertainty. He sees it as a pilot project to assess/evaluate this partnership.

There was discussion about what the ECHIP Board was expecting from EHHD. The Director will continue to move forward and negotiate in good faith with ECHIP.

MOTION PASSED unanimously.

5. State DPH FY 13 Lead Grant Application

D. Walsh made a MOTION, seconded by J. Stille to approve the Eastern Highlands Health District SFY 2013 Lead Poisoning Prevention Financial Assistance Application as presented on October 18, 2012. MOTION PASSED unanimously.

6. Fleet vehicle sale proceeds policy

S. Werbner made a MOTION seconded by J. Stille to authorize the Director of Health to henceforth credit all future proceeds from EHHD fleet vehicle surplus sales to the 635 capital non-recurring fund. MOTION PASSED Unanimously.

Meeting adjourned due to loss of quorum at 5:42. Notes were continued for the record.

9. Propose Fiscal Year 2014 Budget update (no attachments)

R. Miller distributed a draft budget for FY 14 to give Board members an opportunity to engage early in the budget development process. R. Miller stated that this is only a draft budget and a starting point; there are variables and data that is needed to put a budget proposal together; objective is to start a conversation and give board members opportunity to comment. R. Miller gave a brief overview of the draft budget. Suggestions can be given to R. Miller. R. Miller will notify board members of the planned November budget meeting. Everyone will be welcome to attend.

There was brief discussion on the town contributions.

Town Reports

Coventry: D. Walsh spoke about the meeting that she and Ande had with Beth Pratt, the director of Food Services in Coventry to look at the school lunch program.

J. Elsesser reported that the restaurant that was formerly Daisy's has been purchased. The new owner is planning to make it into a year round restaurant. The town of Coventry has volunteered to be a test for a pilot boat washing station if the state comes up with a program.

New Nature's food store has opened near Highland Market.

Bolton: R. Miller reported on the Blue-Green Algae scare that occurred at Lower Bolton Lake. This was the first comprehensive public health response to a BGA bloom. Connecticut has no protocols. This will most likely lead to the development of state protocols.

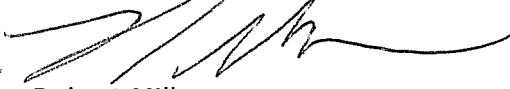
7. Quarterly Financial Statements (Period ending 6/30/12 & Period ending 9/30/12)

R. Miller reviewed the quarterly financial statement bringing attention to an operating income of approximately \$75,000 due to vacancies, additional grants and ability to back fill existing grants to existing staff. Operating income for the quarter ending September, 2012 was \$136,871 due to the state of Connecticut paid EHHD the per capita grant up front. Quarterly statements were reviewed and accepted by the finance committee with the modification that the fund balance needs to be clarified.

J. Elsesser suggested that the EHHD vehicles be marked with magnets or seals to increase awareness of EHHD and so that people are able to identify the vehicles if in their neighborhoods.

Next Board Meeting – December 13, 2012

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Miller', written over the text 'Respectfully submitted,'.

Robert Miller
Secretary