

Eastern Highlands Health District  
Board of Directors Regular Meeting Minutes  
Thursday, August 15, 2013

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

Staff Present: C. Trahan, R. Miller, M. Brosseau

J. Stille called the meeting to order at 4:32 PM.

MOTION was made by M. Hart, seconded by D. Walsh to approve the Minutes of the 6/20/13 regular meeting as presented. MOTION PASSED unanimously. R. Fletcher and R. Field abstained.

**PUBLIC COMMENTS - None**

**OLD BUSINESS**

**ECHIP PROJECT REPORT/NEXT STEPS**

R. Miller presented basic outcomes of ECHIP project. R. Miller is generally pleased with the project outcomes. Feedback from ECHIP is generally positive. A proposal for a full scope of services has been submitted to ECHIP for approval. If ECHIP accepts the proposal, the contract will be brought to the board for consideration. This may require a special meeting.

**NEW BUSINESS**

**MANSFIELD EMPLOYEE WELLNESS AGREEMENT FY14**

R. Miller presented the draft agreement and program budget. He stressed to the board that this is a draft agreement and he does not anticipate any material changes to the language as it is finalized.

MOTION made by J. Luiz seconded by D. Walsh to authorize the Director of Health to finalize and execute Town of Mansfield/Eastern Highlands Health District Employee Wellness Service Agreement for Fiscal Year 2013/2014, as presented August 15, 2014.

M. Hart expressed his appreciation of support from the Board.

A. Bray inquired about the benefit percentages. R. Miller informed the board that the benefits percentages are individualized.

MOTION WAS AMENDED by J. Luiz, seconded by D. Walsh to authorize the Director of Health to finalize and execute Town of Mansfield/Eastern Highlands Health District Employee Wellness Service Agreement for Fiscal Year 2013/2014, as presented. MOTION PASSED unanimously.

**TOLLAND EMPLOYEE WELLNESS AGREEMENT FY14**

MOTION MADE by R. Field seconded by D. Walsh to ratify the Town of Tolland/Eastern Highlands Health District Employee Wellness Service Agreement, as executed July 22, 2013. MOTION PASSED unanimously.

## **STATE DPY FY14 LEAD GRANT APPLICATION**

R. Miller presented an overview of the grant funding that is awarded to health districts to help monitor lead cases in children. The funding covers staff time managing and investigating cases, supporting educational programs for local health care providers to increase awareness of lead screening protocols, and educational programs to daycares to promote healthy children. The award is based on a formula that is a reflection of the number of cases in the previous year.

D. Walsh asked how many cases EHHD had this past year. R. Miller informed the board that EHHD managed 4 or 5 cases. P. Schur mentioned that the level at which a child is considered poisoned, has been dropped.

MOTION MADE by D. Walsh seconded by M. Hart to approve the Eastern Highlands Health District SFY 2014 Lead Poisoning Financial Assistance Application as presented on August 15, 2013. MOTION PASSED unanimously.

## **DOT CLEAN FUEL PROGRAM AUTHORIZATION OF SIGNATURE RESOLUTION**

R. Miller reminded the board that EHHD received an award from DOT to offset the purchase of 2 hybrid vehicles.

DOT requires the Board of directors to adopt a resolution to execute the agreements.

MOTION MADE by J. Luiz seconded by R. Field to adopt the "Resolution Signature Authorization" for fiscal year 2013/2014 contracts with the Connecticut Department of Transportation, as presented on August 15, 2013.

Discussion revealed that the wording of the Resolution needed to be changed to reflect the Department of Transportation not the Department of Public Health. The document will be changed and J. Stille will sign the new resolution.

MOTION PASSED unanimously.

## **TOWN REPORTS**

**Mansfield** – M. Hart reported that the University of Connecticut has endorsed the CT Water company. There was discussion about where the line would be installed and who would be hooked to the line.

**Chaplin** – A. Bray reported that Ribbits has applied to do renovations they may reopen, and that the town will be doing work to rebuild the dam across from Lynch Road.

**Ashford** – R. Fletcher reported that a new restaurant has opened. The name of the restaurant is Dizzie's.

**Tolland** – R. Field reported that Tolland will be holding a dedication ceremony on September 20<sup>th</sup> for the new Tolland High School Stadium; Improvements will be made on route 195 from the area of exit 68 to the fire training center; The town will be working with consultants to do a walkthrough on town buildings to see where money can be saved; And a new pizza restaurant has opened.

**Bolton** – J. Stille reported that Bolton has received a grant for Bolton Lake this will help to cover costs incurred should there be a toxic algae bloom this season. Currently the algae at Bolton Lake is under control. The sewer project continues to move forward as more connections are made.

## **SUBCOMMITTEE REPORTS**

### **FINANCE COMMITTEE – AMENDMENT TO EHHD/TOWN OF MANSFIELD SERVICE AGREEMENT**

J. Stille informed the board that the finance committee met immediately prior to the regular board meeting and reviewed the proposed amendments to the service agreement between Eastern Highlands Health District and the Town of Mansfield. The subcommittee recommends adoption of the proposed amendments.

R. Miller presented a brief overview of the amendments background. The objective is to incorporate in the agreement an existing practice of providing health district interest income as partial payment to the town of Mansfield. He stated that the language of the amendments has been vetted by the finance department and the Mansfield town managers department.

MOTION MADE by D. Walsh seconded by J. Luiz to authorize the execution of the amendments to the agreement titled, "Agreement Between the Eastern Highlands Health District and the Town of Mansfield for Accounting, Bookkeeping, Data Processing and Human Resources Services" as presented August 15, 2013. MOTION PASSED unanimously.

## **DIRECTORS REPORTS**

### **QUARTERLY FINANCIAL STATEMENTS**

R. Miller presented and overview of the quarterly financial statements, highlighting the savings in the operating budget due to unbudgeted increases in grant money received and program revenue. The finance committee has reviewed and accepted the report.

### **QUARTERLY ACTIVITY REPORTS**

R. Miller presented the highlights of the quarterly activity reports bringing attention to the histograms that reflect an increase in revenue from deep hole tests, septic permits and B100a permits. Food service inspections have increased by 100% due to the filling of a quarter time position dedicated to food service inspections and improvements in existing staff productivity.

D. Walsh inquired about the definition of "complaints". R. Miller informed the board that these are various complaints made by individuals about health concerns, not about EHHD.

D. Walsh asked about the inspections done at the Farmers Markets. R. Miller informed the board that these are done only at markets that have food vendor permits and they are conducted approximately 4 times per season.

## **INFORMATION TECHNOLOGY PLAN UPDATE/ASSESSMENT**

R. Miller informed the board that the selection committee conducted 3 interviews and has selected Blum Shapiro. The first meeting will be held next week to work out the details of the scope of work. DPH administrative appeal process

R. Miller reported that the DPH has changed the appeal process in 2 ways: the burden of proof is now on the local health director and non-attorneys are limited to presenting witness and first-hand knowledge of the testimony. This may require that attorneys and attorney fees will be needed in the future.

J. Stille inquired about the average number of appeals per year. R. Miller stated that on average it is 1 per year.

#### **COMMUNICATIONS/OTHER ITEMS**

##### **DPH RE: POTABLE WATER PROGRAM**

In the past DEEP has had a program in which they investigated groundwater contamination that has polluted a private residence well. In the absence of an identified responsible party they funded the installation and management of a treatment system to ensure potable water for the residence. This funding has been discontinued. Burden will now be on local municipalities by state statute.

##### **DPH RE: PHEP FUNDING**

R. Miller reported that DPH has removed funding for regional partners. EHHD will no longer be getting support from regional partners for regional emergency response planning.

DPH re: State participation in National Public Health Law and Policy Program

R. Miller reviewed a press release from DPH that announces CT will be one of 8 states participating in a program to review how law and policy can advance the state health priorities. CT will examine regionalization of local public health services to equitably serve all residents.

##### **DPH RE: BLUE/GREEN ALGAE BLOOM GUIDELINES**

R. Miller informed the board that DPH has finalized interim guidelines for managing a blue/green algae bloom.

#### **OTHER ITEMS**

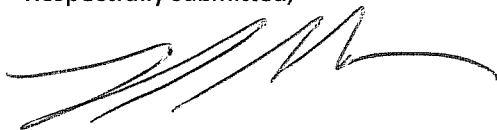
M. Hart requested that an educational presentation on the general permitting process be added to a future meeting agenda.

D. Walsh asked if there was any news on West Nile. R. Miller said there was nothing in our direct area. EEE was reported at a nearby town a few weeks ago.

MOTION made by M. Hart and seconded by R. Field to adjourn at 5:42 pm. MOTION PASSED unanimously.

**Next Board Meeting – October 17, 2013**

Respectfully submitted,



Robert Miller  
Secretary