

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Coventry Town Hall Annex
Thursday, April 13, 2017

Members present: R. DeVito (Ashford), J. Elsesser (Coventry), J. Stille (Bolton), B. Syme (Scotland), S. Werbner (Tolland), M. Walter (Columbia), M Hart (Mansfield)

Staff present: R. Miller, K. Dardick, M. Brosseau

Call to Order: J. Elsesser called the meeting to order at 4:38 pm.

R. Miller welcomed R. DeVito as the new representative for the Town of Ashford. R. DeVito was welcomed by all.

Approval of minutes of February 16, 2017 J. Stille made a MOTION, seconded by M. Hart to approve the minutes of the February 16, 2017 meeting as presented. MOTION PASSED unanimously.

Old Business

Proposed By 17/18 Operating & CNR Budget, and Fee Schedule

R. Miller noted that the finance committee met regarding this in March and recommended continued deferring action on this item until additional information from the state becomes available.

J. Stille recommended an earlier meeting if there is a state budget passed prior to this time.

M. Hart made a MOTION, seconded by J. Stille to table this item until the June 15th regular meeting or a special meeting prior to that date if necessary. MOTION PASSED unanimously.

New Business

Registered Sanitarian versus Non-Registered Sanitarian – Service & Budget Impacts

R. Miller provided background on this issue and noted that the Personnel Committee met prior to the full board meeting to discuss the matter. R. Miller outlined the positive and negative impacts that would be faced in hiring a non-registered sanitarian. Discussion ensued.

M. Hart made a MOTION, seconded by J. Stille to 1. authorize the Director of Health to replace the vacant health district Sanitarian II position with a non-registered sanitarian position, 2. further, authorize the Director of Health to initiate the recruitment process for a qualified non-registered sanitarian candidate effective immediately; and 3. to direct the Personnel Committee to conduct an evaluation of the effectiveness of this staffing model at 6 and 12 months and report back to the full board, effective immediately. Discussion ensued.

MOTION PASSED unanimously.

4:59 PM, J. Stille assumed responsibility of chairing the meeting as J. Elsesser needed to leave the meeting for a short time.

Director Signature Annual Authorization Resolution – DPH grant

R. Miller reminded the board that this is an annual resolution that needs to be adopted by the board, authorizing the Director of Health or the Chairperson to sign grant contracts with the Department Of Public Health.

M. Hart made a motion, seconded by S. Werbner to adopt the "Resolution Signature Authorization" for fiscal year 2017/2018 contracts with the Connecticut Department of Public Health, as presented on April 13, 2017. MOTION PASSED unanimously.

Auditor Appointment for FY16/17

Mansfield Director of Finance seeks the Board's approval to adopt Blum Shapiro & Company, P.C. as auditor for Eastern Highlands Health District.

M. Hart made a MOTION, seconded by J. Stille to approve the designation of Blum Shapiro & Company, P.C. as auditor. MOTION PASSED unanimously.

Town Reports

Mansfield – M. Hart reported on the water and sewer project. The water part of the project is complete. Completion of a Environmental Impact Evaluation needs to be completed before the sewer project moves forward.

M. Hart announced that he has accepted a conditional job offer from West Hartford as Town Manager. M. Hart thank the board for the opportunity to work with the board. J. Stille expressed thanks on behalf of the board for M. Hart's dedication and service to the board.

5:05 P.M. J. Elsesser resumed chairing.

Bolton – J. Stille reported that a new STEAP application has been submitted for a community septic system for town center buildings

Coventry – J. Elsesser reported that the Town Council is discussing contributing money to support WPCA research to look at pressure of Bolton sewers and see how much flow they could handle from Coventry.

J. Elsesser also noted there is Economic Development concept planning occurring regarding town line.

J. Elsesser reported he is authorized to sign grant for the Nathan Hale Walkway between Bolton & Coventry.

J. Elsesser reported on Lake Gate project – gate is closed and project is nearing completion.

J. Elsesser reported the Lake & Cross Street project is coming to a close and sidewalks will be reopened in about a month.

Directors Report

DPH Local Health Department Consolidation Bill HB 7170 – Update

R. Miller provided an update on HB7170, the bill to consolidate health departments under CROG boundaries. The bill did not make it out of committee. R. Miller note that his office will continue to monitor this matter moving forward and will update the board accordingly.

Legislative/advocacy – CADH bill Tracking

R. Miller noted that most bills on the list are dead. R. Miller called attention to HB5177, the international property maintenance bill that didn't make it out of committee, however is anticipating it will come up again.

R. Miller reported that SB901, Model Food Code bill was well supported. This would transition from CT Public Health code 19-13-b42 to FDA food code. The FDA food code is science based, defensible standards that are easier to justify and support.

Fiscal impact is unknown, and there will be a challenging transition process for the health district that will command significant staff time.

J. Elsesser requested that R. Miller investigate who would be responsible for FOG under this new code.

Strategic Plan – Progress Report

R. Miller reported that incremental progress continues on the cloud based permitting system. Launch date is uncertain. Inspection forms for the food service inspections on the tablets has been completed.

Meeting at CROG

R. Miller reported that he, the Director of Farmington Valley Health District and West Hartford Bloomfield Health District with the Executive Director of CROG to discuss resource sharing. All agreed it was worth exploring further. R. Miller and his colleagues will develop a list of priorities to consider, and share the list with colleagues in CROG area prior to a second meeting with Executive Director of CROG in 4-6 weeks.

Communications

DPH received accreditation; 1 of 22 states that have received accreditation; they will encourage local departments to become accredited. R. Miller felt that as an agency, EHHD needs to think more seriously about accreditation.

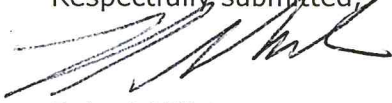
Dr. Dardick reported flu winding down but still prevalent.

Adjournment

J. Stille made a MOTION seconded by S. Werbner to adjourn the meeting at 5:35 pm. MOTION PASSED unanimously.

Next Board Meeting, June 15, 2017, 4:30 PM at Coventry Town Hall Annex

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Miller', written in a cursive style.

Robert Miller
Secretary