

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Thursday, June 16, 2016

Members present B. Cornell (Scotland), J. Elsesser (Coventry), R. Field (Tolland), M. Hart (Mansfield), E. Paterson (Mansfield), P. Schur (Willington), D. Walsh (Coventry),

Staff present: R. Miller, M. Brosseau

Call to Order: E. Paterson called the meeting to order at 4:31 pm.

Approval of minutes of February 18, 2016

R. Field made a MOTION, seconded by M. Hart to approve the minutes of the February 18, 2016 meeting as presented. MOTION PASSED unanimously.

Directors Signature Authorization

J. Elsesser made a MOTION, seconded by R. Field to adopt the "Resolution Signature Authorization" for fiscal year 2016/2017 contracts with the Connecticut Department of Public Health, as presented on June 16, 2016. MOTION PASSED unanimously.

Subcommittee Reports

Finance Committee

Quarterly Financial Report

R. Miller presented a brief overview of the quarterly financial report. This report was reviewed and accepted by the finance committee at a meeting in April.

FY 16/17 Budget Adjustments

R. Miller reported that the Finance Committee reviewed the Personnel Committee recommendations regarding the possible scenarios related to the reduction of staff line items. Finance Committee recommends proceeding with the personnel committee recommendation to continue with merit based pay plan staying within the total adopted budget. The Finance Committee recommended to the full board the supplemental appropriation of fund balance in the amount \$4736.

J. Elsesser made a MOTION, seconded by M. Hart to authorize a supplemental appropriation of \$4736 in fund balance to offset the FY 16/17 loss in state aid. MOTION PASSED unanimously.

Personnel Committee

Medical Insurance Evaluation

R. Miller reported that the Personnel Committee met to evaluate medical insurance options. Recommendation is to stay with the Town of Mansfield.

M. Hart Town of Mansfield is interviewing for a new health insurance consultant/broker, and in negotiations with unions. Claims utilization has stabilized.

Workforce development

R. Miller reported that he has provided a draft workforce development plan to the personnel committee for their review and comment.

Executive Committee

E. Paterson reported that the Executive Committee met April 25, 2016 following the finance committee meeting and appointed Blum Shapiro as the FY 15/16 auditor.

Chairs Report

E. Paterson & R. Miller reported on the meeting with DPH Officials. R. Miller provided the background on why the meeting occurred. E. Paterson reported that the meeting focused on the boards' role & responsibility including supervision. DPH now requires a written agreement between the Director of Health and the Board with a conflict of interest provision.

J. Elsesser made a MOTION; seconded by D. Walsh to refer the matter of a written Director of Health contract to the Personnel Committee. MOTION PASSED unanimously.

D. Walsh volunteered to work with the Personnel Committee.

Town Reports

Coventry

J. Elsesser reported that Coventry is still pursuing taking over the ambulance service but it will not be effective July 1. He also reported that there are numerous construction projects underway including CT Water rebuilding of Northfield water system and the reduction of leakage in the Village area. Progress is being made in the pursuit with Bolton and Vernon to tie into sewers in the area of Rt. 44.

The new Coventry Farmer's market is doing well.

P. Schur questioned whether the state grant is fully expended. R. Miller replied that the funds will be spent; no rollover of the fund will occur.

Tolland

R. Field reported that the planning and zoning is trying to get a development in the area of exit 68.

Mansfield

M. Hart reported that Mansfield received a Sustainability Reward and a Main Street award for the Town Square.

M. Hart further reported that the wastewater project is proceeding and going well. Subsequent to the Environmental Impact Evaluation being conducted, the sewer project will be going out to bid this year with plans to start work next year.

Together with Coventry, Tolland and Willington, Mansfield hosted a forum on the issue of crumbling foundations. Town officials are looking into ways to help homeowners.

Director's Report

Strategic Plan Progress

R. Miller presented highlights of progress made on the strategic plan, including ViewPoint project is progressing slowly. Training was completed in April. The Plan4 Health Project has been completed. R. Miller reported that the Community Wellness Survey Data has been received from DataHaven and a service contract agreement has been made with Ledge Light Health District to analyze the data.

R. Miller reported that he had a meeting with the Town of Windham exploring membership with EHHD, with no outcome anticipated at this time.

Quarterly Activity Report

R. Miller highlighted the 3rd quarter activities.

Mass Dispensing Clinic

R. Miller reported that EHHD led a regional mass dispensing clinic exercise as part of a statewide exercise.

Zika Preparedness

R. Miller informed the board that he attended a symposium on vector borne diseases at the Connecticut Agricultural Experiment Station. The State Health Department has increased surveillance. There is general consensus that risk is low for our area, at this time.

Oak Leaf Farm

R. Miller reported that EHHD was directly involved with 3 cases of children in daycares that were part of the E. Coli outbreak related to the farm.

State Lab Services

R. Miller reported that the state lab is scaling back on services for both bathing water and rabies testing. The changes in the bathing water services results in the need for allocating additional staff time and affects the level of monitoring. Rabies testing will no longer be done on wild animals that have potentially exposed dogs. The animal control officer will be quarantining the dog instead.

Communications

R. Miller noted that the following people have resigned from the Board:

A. Bray from Chaplin, M. Kurland from Mansfield and J. Satriano from Ashford.

Adjournment

R. Field made a MOTION, seconded by J. Elsesser to adjourn at 5:41 pm. MOTION PASSED unanimously.

Next Board Meeting, August 18, 2016, 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