

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Thursday, June 20, 2013

Members present: A. Bray (Chaplin), M. Capriola (Mansfield), J. Elsesser (Coventry), M. Hart (Mansfield), M. Kurland (Mansfield), P. Schur (Willington), J. Stille (Bolton), D. Walsh (Coventry), S. Werbner (Tolland)

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

J. Elsesser called the meeting to order at 4:31 PM.

MOTION was made by J. Stille, seconded by P. Schur to approve the Minutes of the 4/18/13 regular meeting. MOTION PASSED unanimously with A. Bray abstaining.

PUBLIC COMMENTS - None

OLD BUSINESS - None

NEW BUSINESS

PROPOSED FY13/14 AMENDMENT – CNR BUDGET

J. Elsesser reported that the FY 13/14 Amendment to the CNR budget was discussed at the Special Finance committee meeting on 6/20/2013 and is recommended to the full board for approval. R. Miller presented a brief overview of the issues contributing to these amendments which include the update of the fleet vehicle replacement plan and receipt of grant from DOT to purchase 2 hybrid vehicles. As well as the replacement of the broadcast fax machine used for the Local Health Alert Network.

J. Elsesser inquired about the status of the technology study and whether the replacement of the fax machine should be delayed until the study was finished.

Discussion ensued about alternatives to replacement of the fax machine including renting vs. buying.

S. Werbner questioned whether the hybrids are the appropriate car for the type of use. Further discussion occurred about pursuing other options: new vs. used, more "rugged" vehicle vs. hybrid.

MOTION made by J. Stille seconded by M. Hart to approve the proposed amendments to the Fiscal Year 2013/2014 Capital Non-recurring budget, as presented June 20, 2013. MOTION PASSED unanimously.

FY13/14 PER CAPITA GRANT APPLICATION

R. Miller gave a brief overview of the grant, the submission of the application and the use of the money from the grant.

MOTION made by D. Walsh seconded by J. Stille to authorize the Eastern Highlands Health District's Fiscal Year 2013-2014 State of Connecticut Department of Public Health Per Capita Funding Application as presented June 20, 2013. MOTION PASSED unanimously.

COMMITTEE REPORTS

PERSONNEL COMMITTEE REPORT

M. Hart reported on the recent activities of the Personnel Committee. These included the development of a Director of Health Evaluation tool, a change in the salary range of the Chief Sanitarian and the FY 13/14 wage increase for staff.

The evaluation of the Director will begin with a self-evaluation completed by the director. The committee would then conduct an evaluation inviting the entire Board to participate via an electronic tool. In the future the director would undergo a periodic "360 Review process" where input is solicited from staff and perhaps other key stakeholder.

Currently the Chief Sanitarian salary is a broadband pay range. The Chief Sanitarian has reached the top of this range. The personnel committee has increased the upper end of the range by 2% giving the Director the option of awarding the Chief Sanitarian, based on satisfactory performance, an increase in salary.

Pay plans for all employees will be evaluated in the future by the personnel committee. A Wage survey of other districts will be completed as well.

At a previous meeting a motion was made recommending that the 2% wage increase be made contingent on state funding. State funding has been received therefore that Motion is now moot and does not need to be exercised. Staff will receive a 2% wage increase

TOWN REPORTS

Bolton – J. Stille gave an update on the sewer project: phase 3 letters to connect are going out next week; Phase 4 is under construction.

A Thai restaurant has opened for takeout and Subway is close to opening.

Bolton Lake has been treated for Naiad weed and will be monitored for algae bloom.

Mansfield - M. Hart spoke about the water supply EIE (Environmental Impact Evaluation). The University is planning to submit a Record of Decision including an executive summary of the EIE and a response to all comments, to the Board of Trustees in early August.

Tolland – S. Werbner reported that CT water company is moving forward with their extension on route 195. Also, he informed the board that the odor issues at the town hall were a result of roof glue.

Coventry – J. Elsesser informed the board that Reid's Grill and Creamery has opened. He reported that the town is working with Connecticut water on a water study. Also he announced that the Economic Development Commission is holding an Open workshop on Geomatrix, a septic system development technology that uses less space. The workshop will be held at the Lodge at Patriots Park, 7pm.

J. Elsesser updated the board that the Sewer study is finishing up. The state rejected the rural preservation area.

D. Walsh questioned an award that was received by Coventry for a school lunch program. Specific details were not available. Discussion led to R. Miller reporting that he has been

appointed to the Governors Council for Agriculture Development workgroup. This workgroup is charged with improving linkages between consumers and local farmers.

DIRECTORS REPORTS

QUARTERLY ACTIVITY REPORT

R. Miller brought attention to the increase in activity of soil testing, septic permits, B100a permits, food service inspections. Food service inspections are up mostly as a result of filling a vacancy and improved in-house efficiencies. D. Walsh inquired about the rating system used in Hartford and whether our district was doing this. R. Miller pointed out that this would take the development of a system that effectively communicates the risk to the public in a meaningful way.

R. Miller distributed a report to update the board on the strategic plan. This will become a part of future quarterly reports.

An RFQ for an IT consultant has been posted. Responses are expected by July 12th. A small committee will conduct interviews and make a recommendation. The committee will be comprised of R. Miller, J. Russell (director of Information Technology for Town of Mansfield and Board of Ed), J. Polhemus and others recommended by the board.

R. Miller updated the board on ECHIP. The ECHIP employee wellness subcommittee is pleased with the services provided by EHHD. R. Miller and A. Bloom are disappointed with the numbers showing penetration and saturation of employees. R. Miller and A. Bloom will be compiling a full report once the contract ends. This report will be presented to the Board at the August meeting. ECHIP Administration requested a full proposal for services which is in the process of development. S. Werbner stated that the Full Board of ECHIP is waiting for full report.

R. Miller reported that Coventry had over 50% of employees take HRA; Tolland came in 2nd in participation.

CADH legislative Summary – R. Miller highlighted the following issues:

An Act concerning Licensing of Tattoo Technicians. – This Bill passed and Tattoo technicians now need to be licensed by state Department of Health. This will not be enforced by local health.

An Act concerning childhood obesity and physical exercise in school - A Public Health official is now included on the task force after testimony of CADH.

An Act Concerning Outdoor Wood-Burning Furnaces - CADH testified against this bill because it would place responsibility on local health to enforce the make and model of the furnace, separating distances as well as the type and quality of wood. Bill did not pass.

An Act concerning the Issuance of Municipal Soft-Serve Ice Cream Vendor Permits did not pass.

COMMUNICATIONS/OTHER MATERIALS

CDC re: H7N9 Influenza – R. Miller reported that there is concern regarding this new strain of flu in Asia; There is no sustained person to person transmission currently. Officials are most concerned about the next strain which could sustain person to person transmission because it is a new strain to which everyone is susceptible. This would pose difficulty to the health department should vaccine need to be administered because there is no vaccine for this strain, an adjuvant would be needed and the vaccine must be received multiple times.

CDC re: MERS –CoV – R. Miller informed the board that person to person transmission has been established although not sustainable. Of concern is the 56% fatality rate and there is no vaccine. R. Miller stated that if necessary control would be done by community intervention such as banning public gatherings and restricting travel. Officials are on high alert and monitoring the situation closely. Local advisories have been sent to physicians.

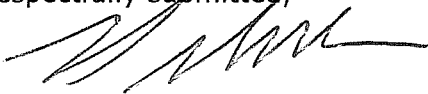
CDC re: Doxycycline Shortage - there was question about the severity of this situation. Dr. Dardick will be asked to send out an email regarding this.

ADJOURNMENT

MOTION made by J. Stille and seconded by M. Kurland to adjourn at 5:45 pm. MOTION PASSED unanimously.

Next Board Meeting – August 15, 2013

Respectfully submitted,

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

Robert Miller
Secretary