

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Coventry Town Hall Annex
Thursday, October 16, 2014 4:30 PM

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

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

Call to order: E. Paterson called the meeting to order at 4:35 pm.

Approval of minutes: J. Stille made a MOTION, seconded by M. Hart to approve the minutes of the August 21, 2014 minutes as presented. MOTION PASSED unanimously with P. Schur abstaining.

Public Comments:

None

Old Business

None

New Business

FY14/15 Lead Grant Application

R. Miller presented a brief overview of intent of the grant funding and sought ratification of the application as deadline for submittal of the application has passed. M. Hart made a MOTION, seconded by J. Stille to ratify the Eastern Highlands Health District SFY 2015 Lead Poisoning Prevention Financial Assistance Application as presented on October 16, 2014. MOTION PASSED unanimously.

K. Dardick inquired about the number of cases that are investigated in the district. R. Miller informed the board that funding for this year is based on number of cases tracked in past year. R. Miller referred the board to annual report where the number of cases tracked is reported.

Proposed 2015 Regular Meeting Schedule

J. Elsesser made a MOTION, seconded by J. Stille to adopt the Eastern Highlands Health District Board of Directors 2015 regular meeting schedule as presented. MOTION PASSED unanimously.

Committee Reports

Finance Committee: Financial Reports – period ending September 30, 2014

R. Miller reported that the finance committee met prior to the board meeting where the reports were reviewed and accepted. R. Miller pointed out the salient features of the report. Operating revenue shown is an artificial number due to the fact that the yearly amount of

state per capita grant has been paid in full this quarter. Fees for service are strong this quarter. And, the expenses for the wage and salary line item reflect a vacancy of the Community Health and Wellness Coordinator position.

Personnel Committee

M. Hart, on behalf of the personnel committee, presented a proposed amendment to the personnel rules. This proposal is to move from a traditional pay grade and step pay plan to a merit based, broadband pay structure to be implemented in FY16.

In conjunction, M. Hart presented proposed FY15/16 pay ranges based on comparative compensation studies. The comparative compensation surveys would be repeated at least every 4 years.

D. Walsh made a MOTION, seconded by M. Hart to adopt the proposed amendments to Article 3 of EHHD personnel rules, establishing a merit based, broadband pay plan, as presented on October 16, 2014, with an effective date of July 1, 2015. MOTION PASSED unanimously.

M. Hart made a MOTION, seconded by J. Stille to approve the broadband median pay ranges as presented in the report title, "FY 2013/2014 Salary Survey and Proposed FY 15/16 Broadband Pay Ranges", with the approval of the proposed Community Health and Wellness Coordinator pay range deferred until such time that the personnel committee completes its review and forwards a recommendation. The new pay ranges shall be effective July 1, 2015. Motion passed unanimously.

J. Stille made a MOTION, seconded by P. Schur to go into executive session at 5:16 pm. MOTION PASSED unanimously.

M. Hart made a MOTION, seconded by J. Stille to increase the Health Directors base salary 2%, effective July 1, 2014; and, provide a one-time lump sum payment of \$1,000. Motion PASSED unanimously.

Executive session ended at 5:36 pm.

Director's Report

R. Miller distributed to the board the annual report and informed them of the plan for a broader distribution to improve community awareness. A digital copy will be sent to all board members.

R. Miller gave an update on the preparedness for ebola. R. Miller informed the board that weekly conference calls are occurring and the situation is evolving quickly. R. Miller stated that his role in this situation is to bring in information and feed it out to stakeholders. The message from the state is if an order for quarantine is given by the commissioner of health the expectation is that local public health will implement and enforce the order. There was extensive discussion about the protocols implemented regarding ebola.

K. Dardick updated the board on information about Enterovirus D-68. This is a new strain of an enterovirus for which there is no vaccine or cure. The only treatment is supportive treatment.

Strategic Plan Update

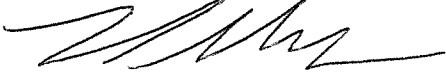
R. Miller informed the board that ViewPoint has been selected as a vendor and negotiation of terms have begun.

E. Paterson encouraged all board members to think about ways to handle quorum issues and how towns that are not represented could be encouraged to have representation. An appearance at a future board of selectmen's meeting was discussed as an option.

S. Werbner made a MOTION, seconded by J. Elsesser to adjourn at 6:27 pm. MOTION PASSED unanimously.

Next Board Meeting – December 11, 2014 4:30 pm at Mansfield Community Center, Community Room.

Respectfully submitted,

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

Robert Miller
Secretary