

Eastern Highlands Health District  
Board of Directors Regular Meeting Minutes  
Coventry Town Hall, Annex  
Thursday, April 18, 2013

Members present: J. Elsesser (Coventry), R. Field (Tolland), M. Kurland (Mansfield), J. Luiz via conference call (Columbia), P. Schur (Willington), J. Stille (Bolton), D. Walsh (Coventry),

Staff Present: K. Dardick (5:25), R. Miller, M. Brosseau

J. Elsesser called the meeting to order at 4:34 p.m.

APPROVAL OF MINUTES (1/17/13 & 1/28/13 special meeting)

MOTION made by J. Stille, seconded by R. Field to approve the minutes of the 1/17/13 regular meeting and 1/28/13 special meeting as presented. MOTION PASSED unanimously.

PUBLIC COMMENTS None

OLD BUSINESS

EHHD Strategic Plan/Action Plan

R. Miller expressed his appreciation to the members of the special committee for their support in the preparation of the Action Plan and presented an overview of the revisions to the draft strategic plan that were made as a result of the special committee's work to develop an action plan.

D. Walsh suggested that the plan be amended to move the objective "Conduct Board training to include new Board member orientation and ongoing educational sessions" from Goal 5 to Goal 1.

MOTION made by R. Field seconded by J. Stille to adopt the Eastern Highlands Strategic Plan 2013-2017, and associated Action Plan as amended April 18, 2013. MOTION PASSED unanimously.

J. Elsesser requested the R. Miller update the action plan and distribute it to all Board members and consultants, and that a section " Action and implementing Strategic Plan" be added to the Quarterly report that updates the progress of the action plan. R. Miller also requested to speak with the Chair about filling vacancies on the board.

NEW BUSINESS

Resolution for Signature Authorization

J. Stille requested that the person signing the Resolution should be changed. Board agreed that it should be changed to be the Assistant Treasurer.

MOTION made by R. Field and seconded by M. Kurland to adopt the "Resolution Signature Authorization" for fiscal year 2013/2014 contracts with the Connecticut Department of Public Health, as amended on April 18, 2013

MOTION PASSED unanimously. (Copy of Resolution attached to minutes).

## Appointment of Auditor for FY13

MOTION made by J.Stille seconded by M. Kurland to appoint Bloom Shapiro & Company P.C. as the auditor of the 2012/13 budget. MOTION PASSED unanimously.

## COMMITTEE REPORTS

### Quarterly Financial Report – Period ending 3/31/13

R. Miller reported that the finance committee met and accepted the quarterly financial report ending 3/31/13 and presented an overview of the quarterly financial report.

Meeting adjourned due to loss of quorum at 4:56 p.m.

## TOWN REPORTS

Tolland – R. Field reported that Tolland has lost their State Rep. Brian Hulburt has taken a position as the Director of the State Farm Bureau for Connecticut. And that a new Frozen Yogurt establishment has opened in Tolland – Sweet Frog.

Bolton – J. Stille reported that Phase 1 & II are in their mandatory tie-in. There will be a public hearing next week for Phase III. Tie-in letter will go out in the next month. And Phase IV construction will begin within the next month.

Town wide safety committee has interest in cancer. Rob has agreed to speak with town and BOE staff about cancer clusters. He will be providing general information about cancer. He will consult with Dr. Dardick to request his attendance as well. Rob has made it clear that he is not a subject matter expert, nor a physician.

Joa Praya has opened for take-out.

Coventry – J. Elsesser reported the following: Sewer study has been finished.

Former establishment, Daisy's, is under reconstruction. It will have interior seating and bathrooms. They are hoping to open next month.

They have reached Tier 2 in Solarize Coventry.

A new website will be launched in May.

## DIRECTORS REPORT

### Quarterly Activity Report – 2<sup>nd</sup> Quarter FY13

R. Miller pointed out that the Food Service inspection numbers are up compared to last year. He is hoping to be at 80% of mandated inspections by year end.

ECHIP project update (no attachment)

R. Miller updated the Board on this project. The participation numbers are not where they want them to be. Difficulty with getting support from management to promote program; EHHD and/or health partners are working hard to bring up the numbers.

Legislative update – CADH Bill Tracker

R. Miller has added this item to the agenda to support the objective on the strategic plan to Be an advocate with legislators and state officials for public health issues.

#### COMMUNICATIONS/ OTHER MATERIALS

Channel 3 re: County Health Rankings

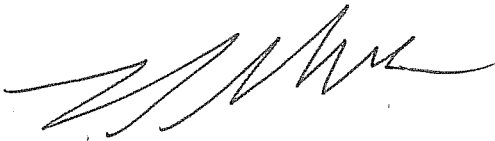
R. Miller brought this example of positive exposure to the attention of the board.

CDC re: H7N9 Flu advisory

Dr. Dardick reported that there have been report of 3-5 cases in which direct connection to poultry is undertermined.

NEXT BOARD MEETING – June 20, 2013

Respectfully submitted,

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

Robert Miller  
Secretary



Eastern Highlands Health District

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**RESOLUTION FOR SIGNATURE AUTHORIZATION**

**RESOLVED:**

That Robert L. Miller, Director of Health, and in his absence, Elizabeth Paterson, Board Chairperson, has been empowered to sign contracts and amendments hereto, on behalf of the Eastern Highlands Health District between the Eastern Highlands Health District and the Connecticut Department of Public Health or its successor agency, for the period July 1, 2013 to June 30, 2014.

Adopted this 18th day of April, 2013

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Joyce Stille  
Assistant Treasurer