

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Coventry Town Hall Annex
Thursday, August 16, 2018

Members present: R. Devito (Ashford), J. Elsesser (Coventry), J. Higgins (Andover), D. Kennedy (Mansfield), E. Paterson (Mansfield), P. Shapiro (Mansfield), J. Stille (Bolton), M. Walter (Columbia), D. Walsh (Coventry),

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

Prior to the start of the meeting, E. Paterson introduced special guest Donna Handley, President, East Region, Hartford HealthCare. Ms. Handley provided an informative overview to the board of the initiatives and changes happening at Windham Hospital.

Call to Order: E. Paterson called the meeting to order at 5:19 pm. E. Paterson welcomed D. Kennedy and C. Gamache.

Approval of minutes of April 12, 2018 D. Walsh made a MOTION, seconded by M. Walter to approve the minutes of the April 12, 2018 meeting as presented. MOTION PASSED unanimously.

New Business

Ratify State DPH per capita grant application FY18/19

R. Miller reported to the board that this per capita grant application has been submitted and awarded, noting that the awarded amount is 8% more than was budgeted. R. Miller requested ratification of the application. D. Walsh made a MOTION seconded by J. Elsesser to ratify the Eastern Highlands Health District's Fiscal Year 2018/2019 State of Connecticut Department of Public Health Per Capita Funding Application as presented August 16, 2018. MOTION PASSED unanimously.

Ratify Town of Mansfield Employee wellness contract FY18/19

R. Miller informed the board that the agreement with the town of Mansfield is to provide wellness services to the Town of Mansfield, Mansfield Board of Education and Region 19 employees. R. Miller noted that the health district is excited to work with the new leadership for Mansfield to evaluate the program. R. Miller requested ratification of the agreement. J. Stille made a MOTION, seconded by D. Walsh to ratify the agreement, "Town of Mansfield/Eastern Highlands Health District Employee Wellness Service Agreement", as presented on August 16, 2018. MOTION PASSED unanimously.

Ratify Town of Tolland Employee wellness contract FY18/19

R. Miller informed the board that this agreement with Tolland is to provide wellness services to Tolland Town employees. P. Shapiro made a MOTION seconded by J. Stille to ratify the Town of Tolland/Eastern Highlands Health District Employee Wellness Service Agreement, as presented August 16, 2018. MOTION PASSED unanimously.

Subcommittee Reports

Finance Committee – Quarterly financial reports for the period ending 6/30/18

E. Paterson noted that the finance committee is in need of an additional member. D. Kennedy volunteered to join the finance committee.

R. Miller presented to the board a brief overview of the quarterly financial report for the period ending 6/30/18, and reported that the finance committee accepted the report as presented.

Personnel Committee – Timeline DOH performance review process and timeline

D. Walsh reported to the board that the personnel committee met and discussed the insurance matter. The committee decided to defer the matter for 12 months because the Town of Mansfield is doing a review of the system.

D. Walsh reviewed the timeline for the director performance review process and encouraged all board members to participate. D. Walsh noted that page 7 of the review will be removed due to the committee feeling that the board is in a difficult position to be evaluating the director's relationship with his staff. A 360° assessment will be developed, and conducted this year.

Town Reports

Coventry J. Elsesser reported that Reid's has closed; A second hydrilla treatment has been done at the lake; Cumberland Farms has been approved for construction; CT Water is finishing the expansion to the Village area.

Bolton J. Stille reported that the results of a feasibility study of the Nathan Hale Greenway should be available soon; Sewers will be extended into Coventry in the area that serves Bolton's water pollution control authority.

Columbia M. Walter informed the board that the New Lighthouse Restaurant reopened and then closed again.

Mansfield D. Kennedy reported that the 4 corners sewer extension has been approved; DEEP has told UConn that the monitoring frequency of the old UConn landfill can be reduced.

Dr. Dardick informed the board that tick diseases are up this year.

Ashford R. DeVito informed the board that a Lyme and Tick borne disease clinic has opened in Ashford.

Directors Report

Substance Abuse in Our Communities Workgroup – Activity Update

R. Miller presented an overview of the activities of this workgroup, noting that a "Substance Abuse Treatment Resources" tri-fold brochure has been developed, printed and distributed. R. Miller informed the board that he participated in an event with Chief Palmer of Coventry, "Opioid Use: A Community Discussion". R. Miller also reported that he has been trained to use and now has access to "EpiCenter" which gives near real-time DPH syndromic surveillance data to local health.

Strategic plan progress

ViewPoint Online Platform R. Miller reported to the board that the staff has been actively using ViewPoint since April 1st for all septic, public health review and soil test applications & permits. The department is now working on a launch of the public portal. A target date of October is planned with a select group of contractors and vendors. R. Devito inquired if there was a plan to rate the efficiency of the program. R. Miller noted that there will be a phased in approach for using the public portal, beginning with contractors and then voluntary use by the public, with feedback solicited at each phase.

FDA Food Code Transition Plan-DPH 7/24/18 Memo R. Miller reported to the board that recent legislative changes have delayed the adoption of the FDA food code for up to 6 months. R. Miller expressed concern that short notice of when the regulations will go into effect may not leave enough time to amend the Sanitary Code.

Advocacy – Legislative Report by CADH

R. Miller informed the board that HB5149 An Act Concerning Sober Living Homes is the first step toward addressing sober living homes in that it will provide infrastructure for voluntarily registering and becoming certified as a sober living home.

Quarterly activity report – period ending 6/30/18

R. Miller directed the Board members' attention to the histograms noting that septic permit activity is on the rise with a significant increase in septic repairs. R. Miller also noted that the increase in routine food inspections indicates we are doing a better job of meeting state mandated frequencies.

NACCHO Conference – DOH attendance summary

R. Miller noted that he had the pleasure of attending the NACCHO Annual Conference and briefly outlined the sharing sessions he attended. Most notable was the "Lightning in a Tweet" session that inspired him to create a twitter account. R. Miller encourage the board to begin following him @RobMillerMPH.

Additional Items

R. Miller informed the board that he is working closely with the University of Connecticut Office of Emergency Management on a tabletop exercise that will test the communities capability to respond to a meningococcal outbreak.

R. Miller reported that there was a recent norovirus outbreak with 56 suspected cases of norovirus among staff and attendees at a summer camp. Fortunately it was self-limiting and there were very few secondary cases.

Communications

R. Miller noted that resignation of P. Schur from the Board.

Adjournment

D. Walsh made a MOTION seconded by R. Devito to adjourn the meeting at 6:17 pm. MOTION PASSED unanimously.

Next Board Meeting, October 18, 2018, 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