

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes

Thursday, August 17, 2023

Members present: E. Anderson (Andover), R. Aylesworth (Mansfield - Virtual), M. Capriola (Mansfield - Virtual), J. Elsesser (Coventry), H. Evans (Mansfield - Virtual), J. Rupert (Bolton), D. Walsh (Coventry - Virtual), E. Wiececki (Willington - Virtual)

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

Town Reports

Andover – E. Anderson informed the board that they will be breaking ground on the Community Center. Additionally, RiMaConn is coming through the town of Andover.

Bolton – J. Rupert reported that there is no blue-green algae in the lake; Indian Notch will close to the public after this week. Connectivity grant trail is expected to be done by the end of the summer. The heritage farm trail efforts continue. He also reported that a temporary building will be going up for town staff to work out hopefully beginning late October.

Mansfield – R. Aylesworth reported that work continues toward finding a resolution to the high copper issue at the new elementary school. R. Aylesworth informed the board that a comprehensive facilities study is being done and EHHD is included in the study. R. Aylesworth also noted that the PZC has instituted a 6 month moratorium on high density development.

J. Elsesser called the meeting to order at 4:48 pm

Coventry – J. Elsesser informed the board that tomorrow is his last day as town manager. Jim Drumm will start next week. J. Elsesser updated the board on water projects in the town funded by DPH. Additionally, he updated the board on the sewer projects involving extending into Manchester and a potential run into Windham. Other grants include a grant for the Bunker Hill Bridge project and a STEAP grant for improvements at Patriots park. J. Elsesser reported that the bid process has started for the ventilation improvement project at Coventry High School. D. Walsh informed the board that a ribbon cutting for the renovated library will be held September 8th.

Approval of Minutes E. Anderson made a MOTION seconded by J. Rupert to accept the minutes of the June 15, 2023 meeting as presented. MOTION passed unanimously.

Per Capita Grant in Aid Funding Application for SFY 2024 – Ratification

R. Miller provided an overview of the grant and how the funding will be utilized.

E. Anderson made a MOTION seconded by D. Walsh to ratify the submittal of the Eastern Highlands Health District's Fiscal Year 2023/2024 State of Connecticut Department of Public Health Per Capita Funding Application as presented August 17, 2023. MOTION PASSED unanimously.

Immunization Supplemental Grant Authorization

E. Anderson made a MOTION seconded by J. Rupert to authorize the Director of Health to negotiate and execute the subsequent grant contract with the State of Connecticut for Funding for Immunization and Vaccines for Children COVID-19 Supplements. MOTION PASSED unanimously. R. Miller noted that given the short budget period it will be difficult to spend down this grant. The state is aware.

Childhood Lead Protection Funding Application Authorization

E. Anderson made a MOTION seconded by D. Walsh to authorize the Director of Health to accept this funding and submit the ARPA Funding Application, dated August 4, 2023, indicating so. MOTION PASSED unanimously. R. Miller expressed concern that funding will be inadequate.

Tolland Employee Wellness Service Agreement – Ratification

E. Anderson made a MOTION seconded by D. Walsh to ratify the Town of Tolland/Eastern Highlands Health District Employee Wellness Service Agreement, as presented August 17, 2023. MOTION PASSED unanimously.

Finance Committee – Financial Report period ending 6/30/2023

R. Miller reported that the finance committee met, reviewed and passed a MOTION to accept the financial report as presented.

Personnel Committee

Director of Health Annual Performance Review Timeline

R. Miller informed the board of the timeline. The survey will be distributed sometime next week; responses are requested by September 11.

Sanitarian staff pay adjustment

R. Miller reported that the personnel committee met and passed a motion "to recommend the Board of Directors authorized the Director of Health to award a 7.6% increase in the base rate for the subject sanitarian, effective August 12, 2023". J. Rupert made a MOTION, seconded by E. Anderson to award a 7.6% increase in the base rate for the subject sanitarian, effective August 12, 2023. Discussion ensued. J. Rupert expressed his concern of alienating the long term employee who earned their current rate of pay through hard work and years of service. A friendly amendment was made to the Motion. The amended motion was made by J. Rupert, seconded by E. Anderson to award a 7.6% increase in the base rate for the subject sanitarian, and increase the level of pay of the second sanitarian an additional \$500 per year as a market adjustment, effective August 12, 2023. MOTION PASSED unanimously.

Environmental Health Inspector position

R. Miller presented background leading to the development of the plan, an overview of the plan and financial implications. R. Miller reported that the Personnel Committee met and reviewed the plan and passed the following MOTION to make the following recommendation to the board of directors: (1) authorize the Director of Health to implement the

Environmental Health Inspector Retention Plan dated July 31, 2023, (2) approve the "AVERAGE" pay range for the Environmental Health Inspector Classification as specified in the document titled "FY2021/2022 Salary Survey and FY2022/2023 Approved Broadband Pay Ranges", (3) approve the proposed budget amendments as presented on August 17, 2023 for a total appropriation increase of \$15,375 in authorized spending for FY23/24".

E. Anderson made a MOTION, seconded by J. Rupert to (1) authorize the Director of Health to implement the Environmental Health Inspector Salary Plan dated July 31, 2023, (2) approve the "AVERAGE" pay range for the Environmental Health Inspector Classification as specified in the document titled "FY2021/2022 Salary Survey and FY2022/2023 Approved Broadband Pay Ranges", (3) approve the proposed budget amendments as presented on August 17, 2023 for a total appropriation increase of \$15,375 in authorized spending for FY23/24". MOTION PASSED unanimously.

Directors Report

Workforce Development Grant- Update

R. Miller informed the board that a work plan must be submitted by the end of the month. Receipt of the funding is expected in November 2024, with the spending period extending to November 2027.

Dr. Dardick informed the board the COVID levels remain low, but are increasing. The vaccine that will be available in the fall is a monovalent vaccine that will protect against the Omicron variant. This will not be combined with the flu vaccine. Dr. Dardick recommends waiting until late September or early October to get your flu vaccine. A new vaccine will be available to protect against RSV. Versions of the vaccine will be available for children and adults.

Quarterly activity report, period ending 6/30/2023

R. Miller reported on the following:

It is still unknown if the Block grant will be awarded.

There will be changes in our vaccination program. The free source of COVID 19 vaccine will soon no longer be available so our clinics will stop. We will be doing child flu vaccination clinics. And we are now enrolled in Medicare so we can bill individuals for vaccine administration. This would allow the district to put the money toward buying additional vaccine and growing the vaccination program.

Communication/Other

R. Miller reported that he has been nominated to serve on a state Opioid Settlement Advisory Committee.

J. Elsesser note that he will be remaining on the Board after his retirement.

Adjournment

J. Rupert made a MOTION, seconded by E. Anderson to adjourn the regular meeting at 6:05pm. MOTION PASSED unanimously.

Next Board Meeting – October 19, 2023, 4:30 PM

Respectfully submitted,

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

Robert Miller

Secretary