

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Coventry Town Hall Annex
Thursday, August 20, 2015

Members present: M. Capriola (Mansfield), R. Field (Tolland), N. Nau (Columbia), E. Paterson (Mansfield), P. Schur (Willington), J. Stille via phone (Bolton), D. Walsh (Coventry)

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

Call to Order: E. Paterson called the meeting to order at 4:38 pm.

Approval of minutes of June 18, 2015: R. Field made a MOTION, seconded by J. Stille to approve the minutes of the June 18, 2015 meeting as presented. MOTION PASSED. M. Capriola and P. Schur abstained.

D. Walsh made a MOTION, seconded by R. Field to add the Department of Public Health Public Health Emergency Grant execution to the agenda as Item 4A. MOTION PASSED unanimously.

Old Business

Proposed By-Law Amendments

R. Miller informed the board that the vote to amend the by-laws may not have been properly noticed and therefore recommended that the board vote again on this issue. R. Field made a MOTION, seconded by D. Walsh to adopt the proposed amendments to Article IV, Section 7, of the Eastern Highlands Health District by-laws as presented on August 20, 2015. MOTION PASSED unanimously.

New Business

FY 2016 Per Capita Grant Application

R. Miller gave a brief overview of the grant and requested ratification of the application. D. Walsh made a MOTION, seconded by R. Field to ratify the Eastern Highlands Health District's Fiscal Year 2015/2016 State of Connecticut Department of Public Health Per Capita Funding Application as presented August 20, 2015. MOTION PASSED unanimously.

FY 2016 – 2018 Preventive Health and Health Services Block Grant application

R. Miller presented a brief overview of the grant and requested that the board authorize the execution of the grant application. R. Field made a MOTION, seconded by D. Walsh to authorize the FY 2015-2018 Preventive Health and Health Services Block Grant, Continuation Funding Application as signed by the Director of Health on July 20, 2015 and presented on August 20, 2015. MOTION PASSED unanimously.

FY 2016 Tolland Employee Wellness Contract Ratification

R. Miller reminded the board that this agreement with Tolland is to provide wellness services to Tolland Town employees. D. Walsh made a MOTION, seconded by J. Stille to ratify the

town of Tolland/Eastern Highlands Health District Employee Wellness Service Agreement, as presented August 20, 2015. MOTION PASSED unanimously.

FY 2016-2017 Public Health Emergency Preparedness Grant execution

R. Miller gave a brief overview of the grant, highlighting the changes from previous years. R. Field made a MOTION, seconded by J. Stille to authorize the execution of contract #2016-1073 as presented August 20, 2015. MOTION PASSED unanimously.

Subcommittee Reports

Finance Committee

FY 2014/2015 Financial Report, period ending 6/30/15

R. Miller highlighted the salient features of the report. R. Miller noted that the finance committee met prior to the full board meeting and reviewed and accepted the report. R. Miller informed the board that the extra operating income was due to staff vacancies.

FY 2015/2016 State per capita grant reduction- budget impact update.

R. Miller informed the board that the state has reduced the amount of the per capita grant by \$7616.00. This deficit in the budget will be covered in the current fiscal year by other grant funds. Next year the deficit will need to be planned into the budget.

Personnel Committee

No report.

E. Paterson reminded board members that the annual evaluations of the Director are due by August 28th.

Town Reports

Bolton – J. Stille reported that algae is present on lower Bolton Lake and they are awaiting toxin reports. Counts are still below the DEEP threshold.

Columbia – N. Nau reported that a study is being done on Mono Pond and Columbia lake. No fanwort was found on Columbia Lake. Something has been found on Mono Pond but fanwort has not been confirmed.

Willington - P. Schur reported that a task force has been assembled to do an environmental evaluation for the installation of a gun range. R. Miller offered health department services. E. Paterson stated that the Mansfield Town Council passes a resolution in support of Willington.

Mansfield – M. Capriola reported that J. Frost is leaving EHHD and recruitment is underway for her replacement. E. Paterson announced that the 12th annual Celebrate Mansfield Festival will be September 20, 2015.

Tolland – R. Field reported that a 2 year project to realign route 195 is underway. And that on 9/19 there will be a Tolland 300 celebration with a parade and town picnic.

D. Walsh initiated discussion on the changes happening at WCMH. She stated that the letters sent by Coventry and Mansfield are appreciated. E. Paterson encouraged community conversation amongst community leaders, Hartford healthcare leaders and legislators. E. Paterson suggested adding the topic of the WCMH changes to the October meeting agenda.

Directors Report

Regulated Community Customer Service Survey

R. Miller reported on the results of the Customer Service Survey, highlighting that 790 emails were sent and 108 responses were received. The current results were compared to those from 3 years ago and improvements in customer satisfaction were seen.

Strategic Plan Progress Report

R. Miller presented an update on the strategic plan. The report included the following:
Goal 1C – The View Permit project continues to progress at a slower pace than expected due to the View Point project lead moving onto another job.

Goal 1E – the office is undergoing a facelift that will continue for the next month.

Goal 2B – The customer service survey has been completed

Goal 4A – The website has been updated; a facebook link has been added, the hot topics has been improved and the building of a listserv option is underway

Quarterly Activity report, period ending 6/30/15

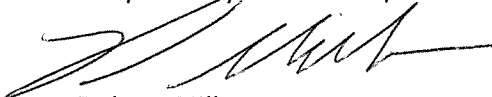
R. Miller called attention to the histograms showing that complaints are up significantly this year. Also Food Service inspections have decreased due mostly to staff vacancies.

Adjournment

D. Walsh made a MOTION seconded by R. Field to adjourn the meeting at 5:46 pm.

Next Board Meeting, October 15, 2015, 4:30 PM at Coventry Town Hall Annex

Respectfully submitted,



Robert Miller
Secretary

