

Eastern Highlands Health District  
Board of Directors Regular Meeting Minutes  
Thursday October 17, 2013, 4:30 PM

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

Staff Present: C. Trahan, R. Miller, M. Brosseau, K. Dardick (5:20pm), J. Polhemus

E. Paterson called the meeting to order at 4:34 PM.

MOTION MADE by J. Stille, seconded by D. Walsh to approve the minutes of the August 15, 2013 regular meeting with changes to the Chaplin town report to read "Ribbits has applied to do renovations they may reopen" and a correction from P. Walsh to read D. Walsh. MOTION PASSED unanimously. J. Elsesser abstained.

**Public Comments - None**

**Old Business - none**

**Permit review and approval process over view**

Jeff Polhemus gave a presentation on the permit review and approval process for environmental health permits.

**Proposed Public Swimming Area Regulations**

R. Miller reviewed the salient points of his memo regarding the proposed CT DPH changes to swimming regulations, and the comments on the regulations submitted by CADH.

**Subcommittee Reports**

None

**Directors Report**

**Quarterly Financial Statements**

R. Miller gave a brief overview of the quarterly financial report pointing out that the amount reported in revenue reflects the payment in full of the per capita grant.

Finance committee accepted the reports for period ending September 30, 2013.

**FY 2012/2013 Annual Reports**

R. Miller briefly reviewed the annual reports.

There was discussion about the distribution plan of the annual report with suggestion by K. Dardick that it be distributed to all of the customers of EHHD. E. Paterson suggested that it could be distributed to all the public libraries within the district. Additional suggestions included sending it to medical offices.

R. Miller noted that this will be addressed as part of an action item in the strategic plan to improve awareness of the health district.

### **Strategic Plan Progress Report**

R. Miller highlighted progress made on the strategic plan. In particular, he reported that EHHD has selected an IT consultant and the technology assessment has begun. R. Miller noted that a new objective was added to the action plan for goal 5 reflecting efforts to conduct salary survey and pay plan study.

### **Federal shut-down implications**

R. Miller noted that because the government had reopened, there were no implications to Eastern Highlands Health District. It was suggested that a plan be developed for potential future federal shut downs. E. Paterson suggested that R. Miller put together a list if needed of how the Health District would be affected.

### **ECHIP update**

R. Miller reported that the proposal for a full scope of services was submitted to ECHIP. Feedback from that was that they were looking for disease management, in particular obesity. The pending proposal is on hold until further notice.

### **Town Reports**

MOTION MADE by J. Stille, seconded by J. Elsesser to add TOWN REPORTS to the agenda. MOTION passed unanimously.

### **Bolton**

J. Stille reported that the presentation done by R. Miller and Dr. Dardick was well received by those in attendance, even though attendance was low. Overall it was a positive experience.

J. Stille also reported that the Cider Mill property was expanded.

### **Coventry**

J. Elsesser reported that they are working with DEEP to allow sewers to expand into town. J. Elsesser also reported that the Town Council authorized the next step to build a water tower on the top of the hill.

J. Elsesser reported that they are still working on a permit to lessen the curve south of 275.

**Mansfield**

M. Hart reported that the agreements are in the works for the water supply project. It is expected that letters of intent will be completed by the end of the month and a contract will be in place by the end of the year.

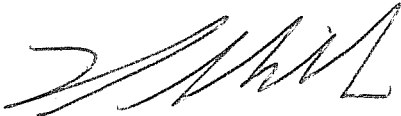
**Communications/other items**

No discussion.

MOTION MADE D. Walsh, seconded by M. Kurland to adjourn at 6:07 pm. MOTION PASSED unanimously.

Next Board Meeting – December 12, 2013 at Mansfield Town Hall.

Respectfully submitted,

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

Robert Miller

Secretary