

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Coventry Town Hall Annex
Thursday, October 19, 2017

Members present: J. Elsesser (Coventry), R. Field (Tolland), J. Higgins (Andover), E. Paterson (Mansfield), D. Walsh (Coventry), M. Walter (5:25 pm Columbia), S. Werbner (Tolland)

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

Call to Order: E. Paterson called the meeting to order at 4:30 pm.

Approval of minutes of August 17, 2017 M. Walter made a MOTION, seconded by J. Higgins to approve the minutes of the August 17, 2017 meeting as presented. MOTION PASSED unanimously with R. Field abstaining.

New Business

Non-profit entity proposed fee schedule

R. Miller gave a brief overview of the results of a survey conducted of all Connecticut Health Districts regarding fees for non-profit entities. R. Miller recommended that the matter be referred to the finance committee for consideration.

R. Field made a MOTION, seconded by M. Walter to refer the matter to the finance committee for consideration during the next budget cycle. MOTION PASSED unanimously.

Proposed 2018 Regular Meeting schedule

R. Field made a MOTION, seconded by D. Walsh to adopt the Eastern Highlands Health District Board of Directors 2018 Regular meeting schedule as presented. MOTION PASSED unanimously.

Health Insurance Benefits for EHHD Employees

R. Miller presented an overview of the letter received from the Interim Town Manager of Mansfield regarding changes to the insurance offerings for the town of Mansfield. Mansfield will be offering employees the option of a High Deductible Health Plan (HDHP) beginning January 1, 2018. The board was asked to consider offering this to EHHD employees as well. R. Miller noted that a decision needs to be made in time to meet the January 1, 2018 implementation date.

R. Miller outlined the financial considerations using the data compiled by Tim Hasselman of Lockton who was also in attendance.

Discussion ensued. S. Werbner requested an expansion of the percent contribution table and information on the savings to the Health District. He also expressed concern about the timing.

Chairperson Paterson appointed S. Werbner and M. Walter to work with R. Miller to formulate additional information and to formulate a recommendation that will be brought to the Board at a special meeting.

Subcommittee Reports

Finance Committee

Comprehensive Annual Financial Audit Report – June 30, 2017

R. Miller reported that the finance committee met prior to the regular board meeting and reviewed the audit. The finance committee noted that it was a clean audit and accepted the report.

Quarterly financial reports for the period ending 9/30/17

R. Miller reported that the finance committee reviewed the statement for the period ending 9/30/17 and accepted the report. R. Miller noted that there is an operational surplus due to the 125% state grant funds and Coventry paying the year in full of their per capita contribution.

Directors Report

Substance abuse in our communities' workgroup update

R. Miller reported that the workgroup met in June with an additional meeting planned for November. The group is working on a Train the Trainer program for 1st responders and the development of a resource flyer for 1st Responders to distribute.

A letter will be sent to first responders in the hopes of collecting data on the administration of narcan.

Radon Testing Initiative

R. Miller reported that EHHD has partnered with the State DPH on the radon testing initiative. The target audience will be daycares, daycare providers and the general public. More information will be available soon.

Strategic plan progress report

R. Miller noted that a "go live" date has been set for the online platform software, ViewPermit.

FY17 Annual Report

R. Miller noted that two copies of the annual report have been provided to the board. The first is the publicly distributed 20th anniversary copy. The second is the state mandated report to the State DPH.

FDA Food Code implementation-Update

R. Miller reported that some of the components of the FDA Food Code went into effect on October 1st with the balance going into effect on July 1, 2018. Two communications have been sent to Food Service Establishments. Additionally, staff has been given guidance on completing the online training necessary.

S. Werbner recognized R. Field, reporting that it was his last meeting as a representative of Tolland. R. Field was thanked for his many years of service.

Personnel Committee

**Executive Session – Personnel in accordance with CGS §1-200(6)(a), EHHD
Director of Health Performance Review**

D. Walsh made a MOTION seconded by M. Walter to enter Executive Session at 5:57pm. MOTION PASSED Unanimously. Executive Session ended at 6:05 pm.

D. Walsh made a MOTION, seconded by S. Werbner to award R. Miller a 2 % increase in annual salary retroactive to July 1, 2017, with an addendum made by J. Elsesser for an additional \$1.00 for each year of service. MOTION PASSED unanimously.

Adjournment

R. Field made a MOTION, seconded by J. Elsesser to adjourn at 6:09 pm. MOTION PASSED unanimously.

Next Board Meeting, December 14, 2017, 4:30 PM at Coventry Town Hall Annex

Respectfully submitted,



Robert Miller
Secretary

