

Eastern Highlands Health District  
Board of Directors Regular Meeting Minutes  
Coventry Town Hall Annex  
Thursday, December 10, 2015

**Members present:** B. Cornell (Scotland), J. Elsesser (Coventry), R. Field (Tolland), M. Kurland (Mansfield), N. Nau via phone (Columbia), E. Paterson (Mansfield), P. Schur (Willington), D. Walsh (Coventry), S. Werbner (Tolland)

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

**Call to Order:** E. Paterson called the meeting to order at 4:35 pm.

**Election of Board Officers (Chair, Vice Chair, Assistant Treasurer)**

MOTION made by D. Walsh seconded by S. Werbner to nominate and elect the current slate of officers for a one year term. (E. Paterson - Chair, J. Elsesser – Vice Chair, J. Stille – Assistant Treasurer.)

MOTION PASSED unanimously.

**Approval of minutes of October 15, 2015**

R. Field made a MOTION, seconded by M. Kurland to approve the minutes of the October 15, 2015 meeting as presented. MOTION PASSED with E. Paterson, P. Schur and D. Walsh abstaining.

**Proposed Fiscal Year 2016/2017 Budgets and fee schedule – set public hearing date**

R. Miller gave a brief overview of the salient points of the budget. R. Miller noted that the finance committee met two times in the 3 weeks prior to the board meeting and at the last meeting on 12/3/15 voted unanimously to forward the budget as presented to the full board for their consideration.

Total spending package of \$820,658 which is an increase of 3.7%, and includes a \$.19 increase in the contribution rate from member towns, and an estimated 8% increase in fees for service. R. Miller noted that the State in aid Per Capita grant was cut by 5.1% and a 12.5% increase in the fund balance is being appropriated.

R. Miller reported that this budget proposes the delay of staff raises for 6 months.

R. Miller noted that the significant increase in benefit costs were a driving force for the development of the budget. The proposed budget reflects a 1% increase in the employee cost sharing. Other health care options are being evaluated including ECHIP membership and an HSA with the town of Mansfield.

Operations costs have increased 4% due to the implementation of the View Permit cloud based permit tracking service.

N. Nau inquired about the benefit towns might see from the View Permit project and when they might see them. R. Miller noted that the system has the functionality for individuals to

check on the status of a project and for management to see matrices of workloads and performances for individuals. This feature can be made available "read only" to those that would need the information.

J. Elsesser spoke briefly about the process undertaken by the finance committee that included requesting R. Miller to present numerous budget scenarios. E. Paterson noted that consideration of the state of the state budget was given in development of the budget. E. Paterson also notes that the finance committee felt it was important to create a budget that did not decrease services.

S. Werbner expressed concern about the deferral of wages for employees stating further that such an action is not consistent with other public sector employers. He further expressed the opinion that the dollar value increase to individual towns was a small amount. In addition, he suggested that the wellness component area be moved toward a revenue based and self-sustaining program.

J. Elsesser expressed concern about the increase in contributions from individual towns.

P. Schur stated that he discussed the budget with the Willington First Selectmen. They are happy with health district services and would be ok with an increase in the town contribution rate.

Discussion ensued regarding the issues of salary increases, town contribution rates and reductions in services to towns. The discussion resulted in the following MOTION:

R. Field made a MOTION to amend the proposed FY 16/17 operating budget by restoring staff increases for the full year with 1/3 of the cost increase offset by an increase in the appropriation of fund balance, 1/3 of the cost increase offset by an increase in grant deductions generated from additional wellness services, and 1/3 offset by an increase in the contribution rate to member towns, and further set a public hearing date of January 21, 2015, 4:30 pm at the Coventry town hall annex for the amended proposed operating FY16/17 budget, the proposed CNR budget as present and the fee schedule as presented. MOTION seconded by P. Schur. MOTION PASSED unanimously with J. Elsesser abstaining.

R. Miller will distribute to the board the amended proposed budget prior to the Public Hearing.

### **Town Reports**

Coventry- J. Elsesser reported:

- The Winter Farmers' Market is ongoing and that a market master has been hired for the Summer Farmers' Market.
- The state will be awarding a bid to Coventry to make improvements on Main Street. The work will begin April 1<sup>st</sup>.
- A colony of hydrilla has been found at the north end of the lake and DEEP is investigating.
- Continue to work with CT Water to develop community water systems.

Columbia – N. Nau reported:

- Rec park is to be expanded
- There may be changes to the staffing of the beaches

- Means of keeping invasive species out of the lake are still be pursued

Tolland – R. Field reported:

- S. Werbner has been nominated to the state labor arbitration board

### **Director's Report**

#### **Strategic Plan**

R. Miller reported the View Permit initiative is progressing slowly. Biweekly meetings are occurring. EHHD has teamed up with the City of Manchester, also implementing View Permit, and the two are attending each other's meetings. It is the intention to make it as user friendly as possible prior to having field staff use it.

R. Miller noted that 2 payments for View Permit have been made because contractual milestones were met. The final "Go Live" payment is being held until the food service module and permit module are satisfactory.

R. Miller Invited board members to visit the office to see the new office furniture.

#### **Quarterly Activity Report**

R. Miller called attention to the histograms showing that restaurant inspections have increased significantly bring us closer to compliance. Deep hole tests have increased which is an indicator for subdivisions.

#### **Communications**

R. Miller called attention to the report within the board packet.

R. Miller and K. Dardick concurred that the incidence of influenza is low at this time. K. Dardick reported that they are still diagnosing cases of lyme.

R. Miller noted that he is now a member of the Student Health Services Infection Prevention Committee and they also said the incidence of influenza is low.

R. Miller reported that DataHaven has completed the survey and has released statewide data.


R. Miller informed the board that the State DPH Commissioner has resigned and local health agencies are anticipating the change.

#### **Adjournment**

D. Walsh made a MOTION, seconded by R. Field to adjourn at 5:46 pm. MOTION PASSED unanimously.

#### **Next Board Meeting, January 21, 2016, 4:30 PM at Coventry Town Hall Annex**

Respectfully submitted,



Robert Miller  
Secretary

