

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Thursday, January 19, 2012
1712 Main Street, Coventry, CT
Coventry Town Hall Annex

Members Present: J. Elsesser, R. Field, R. Fletcher (via conference line), M. Hart, J. Luiz, M. Kurland, E. Paterson, J. Stille, D. Walsh, S. Werbner

Staff Present: K. Dardick, R. Miller, C. Trahan, M. Brosseau

Members Absent: C. Mailhos (alternate), P. Schur, M. Zambo (alternate), Andover Appointee (vacant), Scotland Appointee (vacant)

Scheduled Business – Proposed FY2013 Budgets & Fee Schedule, Public Hearing

E. Paterson opened the public hearing at 4:37 p.m. The hearing announcement was distributed to all parties present and attached to these minutes as part of the record. No correspondence received. No public comments. Public meeting closed at 4:38 p.m.

E. Paterson called the meeting to order at 4:38 p.m.

R. Miller welcomed Rick Field back to the board.

J. Stille made MOTION, seconded by M Kurland to approve the minutes of 12/15/2011 meeting as presented. The MOTION PASSED unanimously.

Public Comments

None

Old Business

1. Proposed fiscal Year 2013 Budgets & Fee Schedule

S. Werbner made a MOTION, seconded by J. Stille to adopt the proposed fiscal year 2012-2013 operating budget, capital budget, and fee schedule as presented January 19, 2012. The MOTION PASSED unanimously.

J. Elsesser stated that this budget is a decreased budget from the current year budget.

New Business

2. Strategic Planning

R. Miller presented and forwarded a recommendation to initiate strategic planning for the health district.

D. Walsh made a MOTION, seconded by M. Kurland to authorize the Director to expend up to \$6000 from the capital non-recurring fund for strategic planning consulting services, and initiate the process of strategic planning for the Eastern Highlands Health District.

Discussion ensued about the reasoning for moving forward with strategic planning and the use of outside help. General sentiment was that strategic planning and the use of a third party were beneficial to the board.

E. Paterson questioned whether there would be representation from all towns. R. Miller stated that he felt a strategic planning session with the board and a session with the staff were both in order.

E. Paterson also inquired as to whether there would be public input. J. Elsesser felt public input would be helpful as the public are the customers of the board. E. Paterson suggested that there at least be a presentation to the public. D. Walsh suggested that a survey could be used to solicit public input.

There was question about how a facilitator would be chosen. R. Miller suggested that it be done through recommendations and interviews. It was suggested that some board members be part of the selection process. R. Miller will email the board to determine who is interested in being involved.

S. Werbner inquired as to whether there would be an implementation or action portion of the report. E. Paterson stated that additions to scope of work could add to the cost of the project.

The MOTION PASSED unanimously.

Committee Reports

1. Healthcare pooling opportunities subcommittee update

C. Trahan reported that there have been no meetings since the last EHHD Board meeting. J. Elsesser presented that he is under the impression that towns will be expected to commit to the program within the next couple of weeks.

J. Luiz reported that Columbia and Bolton will meet soon to discuss and make a decision regarding a joint Columbia/Bolton initiative.

Town Reports

Coventry - J. Elsesser reported on the following: Sewer study is still in progress. Rosie's Deli has closed and a new restaurant is planning to open in that location. They may open as early as this Saturday. \$400,000 was awarded to Coventry for sidewalks. An application has been submitted for an additional Safe Routes to School grant to continue to add sidewalks. The Farmer's market has

been granted a permit to move. The proposed new location will be Silver Street. The new firehouse is closed in and the move to the new public works garage is complete.

Bolton – J. Stille reported on the sewer project: Phase 4 has been approved and there will be a public hearing on it next week. Phase 3 is in active construction, and phase 2 has reached substantial completion.

Mansfield – M. Hart reported that the Environment Impact Study continues.

Chairs Report

4. Standing committee's and Committee Appointments

E. Paterson recommended that M. Hart be added to the personnel committee. J. Elsesser recommended that S. Werbner also be added to the personnel committee. J. Elsesser offered to step down from the committee so this could happen. J. Luiz offered to replace J. Stille. The Chair will review all of this and follow up with the board through an email.

5. School Nutrition Survey

E. Paterson reported that there has been limited response from towns. The Chair urges that action be taken before the next meeting. R. Miller will email the questionnaire to all board members so they may follow up in their respective towns.

Directors Report

6. Quarterly Financial Report – period ending 12/31/11

R. Miller reported that the Finance committee met, reviewed and voted to accept the quarterly financial report for the period ending 12/31/11. Items noted were that the projected reduction in fee for services has actually improved slightly, and that currently EHHD is under budget for spending.

7. 2011 Audit Report

C. Trahan reported that the finance committee reviewed the auditors communication letter and statement. It was a clean audit. C. Trahan stated that of interest is the Management's Discussion and Analysis and the Change in Net Assets Budget.

While currently under contract with these auditors, consideration is being given to going out to bid for future years.

J. Elsesser made a MOTION, seconded by J. Stille to accept the 2011 audit as presented. The MOTION PASSED unanimously.

Communications/Other Materials

8. R. Miller re: Support for UConn Research project

No questions or discussion from members.

9. R. Miller re: Leadership Breakfast Invitation

R. Miller reminded board members of this event and encourage participation.

Next Board Meeting – February 16, 2012

MOTION made by S. Werbner, seconded by R. Field to adjourn the meeting at 5:37 p.m. MOTION PASSED unanimously.

Respectfully submitted,

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

Robert Miller
Secretary