

EASTERN HIGHLANDS HEALTH DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
MINUTES  
COVENTRY TOWN HALL ANNEX  
THURSDAY, OCTOBER 15, 2009

**Members Present:** D. Walsh, D. Cameron, J. Elsesser, J. Luiz, J. Stille, M. Hart, P. Schur, M. Kurland, S. Werbner

**Staff Present:** R. Miller, M. Remy, C. Trahan, Dr. Dardick

**Members Absent:** C. Anderson (Alternate), D. Cianci (Alternate), E. Paterson, F. Daniels, L. Eldridge (Alternate), R. Fletcher (Alternate), S. Chace (Alternate), T. Tully, Andover Appointee

**Call to Order:** The meeting was called to order by Vice Chair John Elsesser at 4:30 p.m.

**Approval of August 20, 2009 Minutes:** A MOTION was made by J. Stille, seconded by D. Walsh to approved the August 20, 2009 minutes with M. Hart, P. Schur and S. Werbner abstaining. The MOTION was PASSED unanimously.

**Public Comments:** none

**Old Business:** none

**New Business:**

1. **2010 Board Meeting Schedule:** R. Miller reported April meeting is the 15<sup>th</sup> not the 18<sup>th</sup>. M. Hart recommended to adopt the EHHD Board of Directors 2010 regular meeting schedule as amended. D. Walsh seconded. The MOTION was PASSED unanimously.
2. **Emergency Preparedness Grant FY2010:** R. Miller reported that the grant funding was continued which funds Emergency Preparedness Coordinator and staff positions, materials and outreach education materials. D. Walsh moved, M Kurland seconded to ratify the Public Health Preparedness Grant, Contract # 2010-1073, as signed and submitted by the Director of Health to the CT Department of Health. The MOTION was PASSED unanimously.
3. **2009 H1N1 Influenza A Vaccine Administration Plan and Vaccinator Agreements:** R. Miller presented Power Point presentation of the EHHD H1N1 Vaccine Administration Plan. The following components were presented:
  - General Planning Assumptions
  - Priority Groups
  - Concept of Operations (how logistics are going to work)
  - Community Clinics
  - Population Groups
  - Budget
  - Implementation and Administration of H1N1 Vaccine
  - Agreements

J. Elsesser suggested that if schools are not interested in clinics to please contact the CEOs of the town.

R. Miller reported that UCONN is taking responsibility for their student population with only the EHHD assisting in providing vaccine.

It was suggested to do an outreach to the seniors in district explaining they are a lower priority group and don't need H1N1 Vaccine "now."

J. Stille moved, S Werbner seconded that the EHHD Board of Directors ratifies the following agreements: 1. 2009 Influenza A H1N1 Provider Agreement for Public Health Providers, signed October 9, 2009; 2. Memorandum of Understanding Between UCONN and EHHD regarding the implementation and administration of Novel H1N1 Influenza A Vaccine obtained by the EHHD, signed October 2, 2009; 3. Memorandum of Understanding Between the VNA East Inc and the EHHD regarding the implementation and Administration of Novel H1N1 Influenza A Vaccine obtained by the EHHD, signed October 1, 2009; and, 4. Memorandum of Understanding Between the Visiting Nurses and Health Services of CT Inc. and the EHHD regarding the implementation and administration of Novel H1N1 Influenza A Vaccine obtained by the EHHD, signed September 29, 2009. The MOTION was PASSED unanimously. M. Kurland abstained.

**D. Walsh, P. Schur & S. Werbner left meeting at 5:30 p.m. Quorum ended.**

**Informal Meeting started at 5:31 p.m.**

#### **Directors Report**

J. Elsesser reported that the Finance Committee reviewed and accepted the Quarterly Financial Report. R. Miller reported that budget presentation for FY 2010/2011 is scheduled for December 17, 2009.

**Communications:** none

#### **Town Reports**

Bolton – reported on sewer project ground breaking

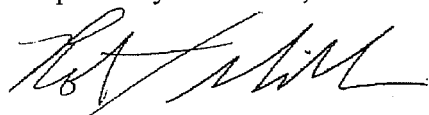
Columbia – reported on pump out ordinance

Coventry – reported on possible expansion of sewer shed and Walgreen opening

**Chairs Report:** none

**Adjournment:** J. Stille made a MOTION, seconded by D. Cameron. The MOTION was PASSED unanimously.

Respectfully submitted,



Robert Miller  
Recording Secretary