



(Approved working notes)

**BOARD OF HEALTH  
SPECIAL MEETING OF OCTOBER 8, 2009  
NEWINGTON TOWN HALL**

**I. CALL TO ORDER AND ATTENDANCE**

Chairperson Kevin Borrup called the Thursday, October 8, 2009 meeting of the Central Connecticut Health District Board of Health to order at 6:35 p.m. in Conference Room 1 of the Newington Town Hall, Newington, Connecticut.

**Present:** Kevin Borrup, Chairperson  
Grant Golub  
Dianne Doot  
Nancy Klatt  
Judith Sartucci  
Carolyn Wysocki  
Pat Checko  
Art Yoaps  
Ray Jarema  
Paul Hutcheon, M.P.H., R.S. Director of Health

**Excused:** Amanda Hurwitz

**Staff:** Eileen Knapp, Recording Secretary

Quorum

**II. PUBLIC FORUM**

**Mr. Anthony Mascia of 150 Williamstown Court, Newington,** addressed the Board and commended the District for their work in the community. He was present to express his concern about requiring payment for the flu vaccine in this economy, which prevents the needy from getting vaccinated. He suggested that the District publicize the fact that they are willing to waiver payment for those who are unable to afford the vaccine and have no medical coverage.

**III. DOH Review – Executive Session**

**A MOTION was made by Dianne Doot to go into Executive Session for the purpose of discussing the Director of Health’s Performance Review. Seconded by Carolyn Wysocki. MOTION CARRIED UNANIMOUSLY.**

**Executive Session:** The Board went into Executive Session at 6:50 p.m. The following people were included: Borrup, Checko, Klatt, Golub, Jarema, Wysocki, Sartucci, Doot, Yoaps, and Hutcheon. The Board came out of Executive Session at 7:25 p.m.

#### **IV. FLU OUTREACH**

Judy discussed her ideas about waiving fees for flu vaccines for certain individuals. She is concerned that there are individuals in the district that are not receiving flu shots and they as a health district have an obligation to take a look at this issue. By not addressing this issue she feels the District may be missing out on potential grants that are out there that would help with additional dollars to fund flu shots for those who can't afford them. She is concerned "that (the District) is not looking at where the need is out there and that they are solely talking about this in terms of dollars and cents." Paul stated that he did speak to representatives of the Town's Social Services Departments regarding this idea. Judy distributed a summary of what has come out of the Board's discussions of this topic in the past. She suggested setting up a small pilot project using the four Town's Social Service Departments.

Kevin acknowledged that the Board agrees that there is a need and they would like to be able to provide flu shots for those individuals who cannot afford it.

Pat said she was hoping for more concrete data as to how many people would fit into this category. She is afraid this demographic may not have transportation to get to the clinics. This far into the season it may not be feasible to do this this year but she suggested creating a committee to create a procedure for doing it next year.

Paul said there is some agreement on the part of the Social Services Director's to assist the Health District in identifying individuals that qualify, but they need to know exactly who would qualify. There are about 14 different local assistance programs in our communities, but there are only 3 programs that the local Social Services Director's know who participates. Paul said one of the problems is how do you verify that these people meet the criteria that they set. One of the Social Service Director's suggested not making it a full waiver of the fee, but rather charging \$5.00.

Ray and Art both agreed that more information would be needed to be able to prepare to serve this population.

Carolyn said the need is now, especially because of the economy. She was in favor of trying a pilot program this year.

Paul said before they decide to do this they should have some knowledge of the customer base they intend to serve and they should be prepared to serve all of them. Right now they have three more clinics and he doesn't think there will be enough vaccine to cover the remaining clinics.

Nancy agreed that this would be worthwhile idea to pursue but also felt it is too late in the season to start something for this year.

Judy pointed out that the District had been giving out free vaccines to town employees and currently charge for town employees at a reduced rate. This is a group that has very good insurance. She said she is also thinking about the distribution of free vaccines in a very simplified way.

Dianne suggested pulling out a certain number of vaccines from what they have left and distributing them between the four towns to be given out free of charge on a first come, first serve basis. Paul did not advise giving out free vaccines if there wasn't a clear policy or criteria for handing them out. He also said they sent letters out to individuals who attended the clinics in the past and these people are planning to attend the scheduled clinics expecting to receive flu vaccines. He didn't recommend taking vaccines away at this point and holding them aside because he was afraid there wouldn't be enough vaccine to go around at the clinics.

Carolyn said she was "offended" to hear that letters were sent to previous attendees of clinics because she feels "it is only a select population of the community that knows that these flu vaccines are going to be held at these clinics."

Judy suggested creating a Seasonal Flu Plan. She said if it is possible that they may be running out of the vaccine this year maybe they should put this off until next year with a commitment from the Board.

Kevin concluded the conversation on this topic by saying that there wasn't a consensus on the Board to go ahead with this plan this year. More planning is needed to go forward.

## V. COMMITTEE ASSIGNMENTS

Kevin made the following recommendations for Committees and Special Committees. He also noted that any Board member that is not on a Committee or Special Committee can attend and speak at the meetings but they cannot vote.

**Governance** – Judy Sartucci (Chair), Nancy Klatt, Kevin Borrup (ex officio)

**Finance** – Pat Checko (Chair), Art Yoaps, Kevin Borrup (ex officio)

**Human Resources** – Dianne Doot (Chair), Ray Jarema, Kevin Borrup (ex officio)

The Special Committees are as follows:

**1. Contingency Planning** – Nancy Klatt (Chair) Dianne Doot, Pat Checko, Judy Sartucci, Grant Golub.

**2. Capital Improvement/Centralized/Decentralized Office**- Ray Jarema (Chair), Nancy Klatt, Dianne Doot, Grant Golub, Art Yoaps, Carolyn Wysocki

**3. Community Assessments** – Pat Checko (Chair), Carolyn Wysocki, Judy Sartucci, Dianne Doot, Amanda Hurwitz, Kevin Borrup

**4. Regionalization**- Carolyn Wysocki (Chair), Kevin Borrup, Nancy Klatt, Judy Sartucci

**5. Mandatory/Discretionary/Program Evaluation** – Dianne Doot (Chair), Pat Checko, Grant Golub, Amanda Hurwitz, Judy Sartucci

Pat, Judy and Carolyn said they would prefer to have three Board members and the Chair on each committee. Carolyn said she would volunteer to be on the Governance Committee. Grant asked to be added to the Contingency Planning Special Committee. Judy suggested putting the Committees and Special Committees on the agenda every month.

**A MOTION was made by Dianne Doot to accept the Committees, Special Committees and Chairs as stated with a standing rule that any Board member may attend any Committee meeting they are not a part of, although they will not be allowed to vote. Seconded by Carolyn Wysocki. MOTION CARRIED UNANIMOUSLY.**

**A MOTION was made by Nancy Klatt to add Grant to the Special Committee for Contingency Planning. Seconded by Dr. Grant Golub. MOTION CARRIED UNANIMOUSLY.**

Paul suggested that a meeting be held quickly to discuss the issue of free vaccines so that they can incorporate that into their budget for next year.

**A MOTION was made by Carolyn Wysocki to adjourn. Seconded by Dianne Doot. MOTION CARRIED UNANIMOUSLY.**

Meeting adjourned at 8:17 p.m.

Respectfully submitted,

Paul Hutcheon, M.P.H., R.S. Director of Health