



BOARD OF HEALTH

February 19, 2015 MEETING

MINUTES

A. CALL TO ORDER. Chairman Judy Sartucci called the meeting to order at 6:33 P.M. at the Rocky Hill Community Center – Room 2, 761 Old Main St, Rocky Hill, CT

Present: Judy Sartucci, Chairman
Pat Checko, Vice-Chairman
Charles K Brown Jr., Secretary/Treasurer/Director of Health
Kristine Nasinnyk
Dianne Doot
Jerilyn Nagel
Ray Jarema
Carolyn Wysocki (via teleconference)
Marti Stiglich
Margaret Hanbury
Michele Sadlosky

Excused: Paul Cloonan and Angela Colantonio

Quorum Present: Yes

Staff: Jane Knotek- Secretary

Meeting notice posted: February 13, 2015

B. PUBLIC FORUM – no one from the public present.

C. ADOPTION OF MEETING AGENDA –

A MOTION was made by Hanbury, seconded by Jarema to adopt the meeting agenda as posted. **MOTION CARRIED UNANIMOUSLY.**

D. EXECUTIVE SESSION

A MOTION was made by Checko, seconded by Doot to go into Executive Session for the purposes of discussion:

1. Draft document and communication exempt from disclosure under Conn. Gen. Stat. 1-210 (attorney client privileged work product related to collective bargaining);
2. Committee reports related to collective bargaining contract issues;
3. FY 2015-16 budget process related to collective bargaining negotiations; and

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4. Legal services

MOTION CARRIED UNANIMOUSLY

In Executive Session at 6:35 PM: Sartucci, Hanbury, Checko, Doot, Jarema, Nasinnyk, Stiglich, Nagel, Sadlosky, Wysocki and Brown.

Out of Executive Session at 7:37 PM.

E. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

A MOTION was made by Nasinnyk, Committee Chair, that the Board, pursuant to Conn. Gen. Stat. 19a-243(c) and upon the recommendation of the Finance Committee, set the FY 2015-2016 per capita membership fee for each member town at \$5.11. **MOTION CARRIED UNANIMOUSLY.**

Nassinnyk noted that pursuant to Conn. Gen. Stat. 19a-243(c) the Board has until June 30th to hold an annual budget hearing and approve the FY 2015-16 budget (including the annual fee schedule). This is tentatively scheduled to precede the Board's June meeting at 6 PM on Thursday, June 18, 2015 at the Newington Town Library. If a collective bargaining contract is not approved by that time an abbreviated budget will be published for public comment and Board vote.

A MOTION was made by Checko, seconded by Doot to approve for payment a monthly invoice for legal services rendered by Shipman and Goodwin, LLP. **MOTION CARRIED UNANIMOUSLY.**

F. ADOPTION OF CONSENT AGENDA—proposed:

- 1. Approval of the record of votes and minutes of the January 15, 2015 regular Board Meeting.**
- 2. Approval of the minutes of the February 4, 2015 Special Board Meeting**

Board members asked that the minutes of each of these meetings be voted on separately. Therefore, no consent agenda for this meeting.

A MOTION was made by Doot, seconded by Jarema to approve the record of votes and minutes of the January 15, 2015 regular Board Meeting. Approved: Sartucci, Checko, Nagel, Stiglich, Jarema, Doot, Wysocki, Sadlosky and Hanbury. Abstains: Nasinnyk. Opposed: no one. **MOTION CARRIED.**

A MOTION was made by Hanbury, seconded by Stiglich to approve the minutes of February 4, 2015 special Board Meeting. Approved: Sartucci, Checko, Nagel, Stiglich, Jarema, Doot, Nasinnyk, Sadlosky and Hanbury. Abstains: Wysocki. Opposed: no one. **MOTION CARRIED.**

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G. COMMUNICATIONS –

1. Brown circulated copies of newsletters and related publications received
2. Sartucci shared information from DPH on its Community Health Improvement Planning Coalition and asked for Board representation at DPH's upcoming meeting/webinar, on Monday February 23, 2015. Brown will serve as the official agency representative for the Board.

H. OFFICER AND STAFF –

1. **Treasurer's report ending December 31, 2014** – Brown stated that revenues are at 53% and on course for midway through the year. Expenditures are high due to front loaded expenses for insurance, etc., which get paid in the first half of the year. Things are already balancing out for this year. Sartucci noted that the agency is on target with its approved budget.

A MOTION was made by Nasinnyk, seconded by Sadlosky to accept the Treasurer's mid-year financial report dated December 31, 2014. **MOTION CARRIED UNANIMOUSLY.**

2. Director Report–

- Brown presented the final CCHD annual presentation to the Town of Berlin Council in January.
- There has been a large increase in flu reports, especially among the elderly, since last month; flu is very active in our communities
- Infectious disease update – measles – CCHD is on alert for any measles case, as of this time there are no reported cases. DPH provided updates to the LHDs about resources and protocols they have in place if a measles case is reported
- ACHIEVE Coalition Update
CCHD ACHIEVE Health group has met and is working on the walking competition and getting seeds from Comstock Ferre, in addition to determine status of Plan of Conservation & Development in each town and assisting in planning for Public Health week.

2015 National Public Health Week – CCHD is planning a variety of events during the week of April 6-10, 2015 Monday – Highlight Community Health Assessment

- Google Hangout with Subject Matter Experts
Tuesday – Screening of “Unnatural Causes”
- Newington Town Council Chamber
Wednesday – Highlight Community Success stories

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Thursday – Community Advisory Committee Meeting

Friday – CCHD ACHIEVE Health Recognition Breakfast

- Board, staff and volunteers recognition
- Walking Competition Kickoff

- CT DPH 10 Essential Services Implementation workgroup has been meeting, looking at PHAB measures as a way to address functional LHD's within the State of CT. Last year the State adopted the 10 Essential Public Health services as the statutory health standards of what Public Health can do.

- Advocacy issues - A hoarding public hearing was held on February 19, 2015, Nancy Brault is delivering testimony developed by Hoarding Taskforce members. The board will send a letter of support.

- State budget shows slight increase for CT DPH and LHD line

- CADH provided testimony on “cottage food movement” bill in opposition, mainly because the challenges LHDs would have in trying to regulate kitchens in private homes.

- Grant opportunities – Brown has two specific opportunities to address:
 1. Hartford Hospital Community Benefit Grant for chronic disease and obesity
 2. SCALE Initiative – RWJF funded with a \$60,000 grant which supports groups like ACHIEVE. Application is due March 13, 2015Sartucci suggested, and the Board concurred, that the Director of Health should pursue any grant opportunities that fit within the agency's goals without going to the Board for prior approval.

The NCAA Dental Grant is due for renewal on March 20, 2015.

I. COMMITTEE REPORTS –

Finance Committee – Nassinyk. No further items. The meeting for March 3, 2015 is cancelled. Next meeting will be March 17, 2015.

Governance Committee – Hanbury. Meeting cancelled due to the weather. Next meeting is March 10, 2015.

Human Resources Committee – Stiglich. A draft has been received from our consultant for Cultural Competency training resources per our Workforce Development Plan. Brown will review and close this matter in the near future.

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Stiglich reported that the Committee discussed the need to actively recruit Veterans for upcoming job openings. Brown will come back to the Committee with some policy recommendations. Next meeting date to be determined.

Centralization Committee –Nagel reached out to commercial real estate broker for space estimates. Checko suggested that the Committee bring back a recommendation on centralization as soon as possible to the board so decision can be made. Next meeting will be February 20, 2015

J. UNFINISHED BUSINESS

1. Strategic planning process – Brown will do an online poll of the Board to set a date for that next session on the new Strategic Plan.

2. 2015 State Legislative Session and advocacy issues update – Checko **reported** on the Governor’s proposed budget which includes not transferring any money to the Tobacco Health Trust Fund for the next 2 years and sweeping \$24 million out of the Tobacco Health Trust Fund. Brown reported that no decrease in State Per Capita grant monies. A public hearing will be held on March 6, 2015 at 6:00 PM. regarding a bill on banning e-cigarettes in schools. . Checko asked the board for its support.

A MOTION was made by Checko, seconded by Stiglich to provide a letter of opposition to the Governor’s proposal in his budget not to make transfers to the Tobacco Health Trust Fund for the next two years and, when restored, reduce to \$6 million a year. **MOTION CARRIED UNANIMOUSLY.**

Wysocki reported the lead bill is on the chopping block.

K. NEW BUSINESS – No new business

L. UPCOMING BOARD MEETINGS

1. Special Meeting – Strategic Planning - TBD

2. March 19, 2015 Regular Meeting – new location - Wethersfield Community Center, Room S-2, 30 Greenfield Street, Wethersfield (previously scheduled in Newington.)

M. ADJOURNMENT –

A MOTION was made by Nasinnyk, seconded by Sadlosky to adjourn. **MOTION CARRIED UNANIMOUSLY.**

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Meeting adjourned at 8:30 PM

Respectfully submitted,

Charles K. Brown, Jr., MPH
Board Secretary-Treasurer/Director of Health

REVIEWED AND APPROVED BY BOARD: April 23, 2015