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BOARD OF HEALTH

March 15, 2018 Meeting MINUTES

A. CALL TO ORDER. Chairman Judith Sartucci called the meeting to order at 6:37 P.M. in the Fireside Room of the Wethersfield Community Center, 30 Greenfield Street, Wethersfield CT.

Present: Judith Sartucci, Chairman
Patricia Checko, Vice-Chairman
Charles K Brown Jr., Secretary-Treasurer/Director of Health
John Aforismo
Ann Marie Diloreto
Deborah Henault
Ray Jarema
Jerilyn Nagel
John Richter
Michele Sadlosky
Marti Stiglich
Carolyn Wysocki (via telephone)

Excused: Lia Safalow **Quorum present.**

Meeting notice posted: March 12, 2018

B. PUBLIC FORUM – no one from the public

C. ADOPTION OF MEETING AGENDA –

MOTION by Checko, seconded by Sadlosky to adopt the meeting agenda as amended:

- Move “I-2 Medical marijuana issue” up for discussion under “H-1 Advocacy and legislative issues”
- Add under “New Business” – “I-2 Strategic Plan update-approval*” and I-3. “Letter of concurrence for DPH Emergency Preparedness Grant*”

Motion carried unanimously.

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D. PRESENTATION: “UPDATE ON THE CCHD STRATEGIC PLAN,” Charles Brown, Director of Health

MOTION by Jarema, seconded by Sadlosky to continue discussion and update on the agency’s strategic plan that was tabled at the last Board meeting. **Motion carried unanimously.**

Brown provided an update on Year 3 of the Agency Strategic Plan dated 2016-2020, answered Board members’ questions and clarified issues.

E. MINUTES –Approval of Record of Votes and Minutes- February 15, 2018

MOTION by Jarema, seconded by Diloreto to approve the record of votes and minutes of the February 15, 2018 Board meeting. In favor: Aforismo, Checko, Diloreto, Jarema, Nagel, Richter, Sartucci, Stiglich and Wysocki. Opposed: no one. Abstention: Henault and Sadlosky. **Motion carried.**

F. OFFICER AND STAFF REPORTS:

1. Chairman’s Report- Sartucci

- Sartucci reported that Cindy Moynihan from the town of Newington had resigned from the board effective March 2. She has notified the mayor of the need to fill the position.
- Letters sent to the mayors of Newington and Wethersfield regarding terms that are expiring on July 1 and need for reappointments.
- Remaining activities this month will be part of Brown’s report or other Committee reports below.

2. Director and staff Report – Brown presented his report dated March 14, 2018 and highlighted the following:

- influenza is still widespread throughout most of the country and CT, however the numbers are going down. CT DPH reported there have been 119 deaths in CT so far this flu season.
- Other activities will be discussed further under agency items below.

MOTION by Jarema, seconded by Sadlosky to accept the monthly report of the Director of Health dated March 14, 2018 as presented. **Motion carried unanimously.**

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G. COMMITTEE REPORTS

1. Executive Committee –

- Sartucci reviewed the activities of the Executive Committee this past month and briefly highlighted the advocacy issues the Committee is addressing on behalf the Board.
- Two meetings were held and minutes for February 21, 2018 and March 2, 2018 are in the Board packet.

MOTION by Jarema, seconded by Richter to endorse the actions of the Executive Committee at its February 21, 2018 and March 2, 2018 meetings and the state and local testimony submitted on behalf of the Board. In favor: Aforismo, Checko, Diloreto, Henault, Jarema, Nagel, Richter, Sadlosky, Sartucci and Wysocki. Opposed: no one. Abstention: Stiglich (temporarily out of the room). **Motion carried.**

2. Finance Committee – Checko – Meeting cancelled due to weather.

- Checko reported that agency finances are in good shape.
- Committee is waiting for collective bargaining contract reopener to be completed before moving its proposed FY 2020 budget forward to the Board. It is looking at new fee schedule to help balance the budget next year.
- Sartucci reminded the Board that a budget workshop will again be held for the Board and that a public hearing date needs to be set once the contract reopener is completed.
- Next meeting is April 17, 2018.

3. Governance Committee- Wysocki

- Wysocki reported on discussion at its March 12th meeting. Minutes are in Board packet
- Issues included Board Development schedule, Community Health Needs Assessment planning, and a review of PHAB domains 4 and 7.
- Detailed information is in the minutes.
- Domain 7 (health care access) will be challenge for the agency. Wysocki reported that there were 3 more PHAB domain reviews to complete, then Brown and Ann Hartman will present an updated timetable for public health accreditation.
- Committee’s April 9, 2018 meeting is cancelled. Next meeting is May 14, 2018.

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- 4. Human Resources Committee** – Stiglich – No meeting was held due to weather. Next meeting is April 11, 2018.
- 5. Nominations Committee** – Sadlosky. No report at this time.
- 6. Performance Evaluation Committee** – Sartucci. No report at this time.
- 7. Labor Negotiation Team** – Brown. To be discussed in Executive Session

H. UNFINISHED BUSINESS: –

1. Advocacy and legislative issues – Sartucci

- Executive Committee has been reviewing advocacy issues for the Board at the federal, state and local levels
- Sartucci recently sent to the Board an email providing a brief outline of what is going on at each level of government; summarizing that Committee’s activities to date; and providing copies of all the testimony provided on behalf of the Board to the state legislative committees and to the Towns.
- These include proposed changes to the qualification requirements for directors of health; the transport and storage of fracking waste in the state; preparation and service of food by veterans organizations seat belt use in all positions in automobiles; raising the age for tobacco product purchase to 21; and changes to the public health statutes relating to asthma reporting and food code changes affecting residential care facilities.
- To give the Board a sense of the Executive Committee’s monitoring and preparation of testimony on bills, Sartucci asked the Board to review with her two bills that are going to public hearing next week: SB 16 that will affect the allocation of funds to health departments and districts; and SB 464 that will improve the collection of data by state agencies on health disparities.

MOTION by Stiglich, seconded by Richter to approve submission of testimony to the state legislative committees on behalf of the Board for SB 16 (Governor’s Budget) and SB 464 (Disparities in the Health Care System).
Motion carried unanimously.

2. Medical Marijuana issue – Brown and Checko

- Brown was asked by the Wethersfield Town Planner for the Board’s position on medical marijuana. A change to the zoning ordinance will be heard next week to allow a medical marijuana dispensary in Wethersfield

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- Discussed with Executive Committee who asked that it be brought to the Board.
- . Several members responded to this issue. It was generally felt that while there was support for the use of marijuana for specific medical conditions currently outlined by law, the expansion of recreational uses of marijuana was not supported by Board members.

3. Centralization of agency staff and programs – update

- Brown has met with the agency’s broker and his architect; his leadership team; and Centralization Committee.
- 5 site visits to 5 different health districts were completed recently. He and senior staff also visited an office furniture showroom to look at options.
- Discussions have centered around what the priorities for a new office space are.

4. Seasonal influenza update – Discussed in DOH report. Update from DPH in board packet.

I. NEW BUSINESS

1. 2018 National Public Health Week (NPHW) Celebration

- April 2-6, 2018 is NPHW this year
- Brown gave an overview of the agency’s activities planned. These will include:
 - a public health game night on April 3 at a Newington game store
 - an Opioid Forum in Newington on April 4
 - Two sessions addressing the “complete streets” concept on April 5; one during the day for the Town Planners and staff; the other in the evening for the public.
- NPHW Proclamations from each town council. These are scheduled for:
 - Rocky Hill on March 19, 2018
 - Berlin on March 20, 2018
 - Newington on March 27, 2018; and
 - Wethersfield on April 2, 2018

Board members are asked to attend the presentation from their respective town councils and to confirm attendance with Charlie

2. Strategic Plan

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Motion by Chairman Wysocki of the Governance Committee to accept the mid-year strategic plan review as presented by Brown and recommended by that Committee. **Motion carried unanimously.**

3. Letter of Concurrence for DPH

- Brown reported receiving the annual request from DPH for a letter of concurrence for DPH's public health emergency preparedness grant application to CDC. The Board initially refused to provide one last year due to the lack of information provided to its local health providers on what was in the grant and failure to include the local health departments in planning. Letter was provided under pressure.
- Brown reported that the process had somewhat improved but full sharing and participation was still lacking.

MOTION by Nagel, seconded by Sadlosky to authorize Brown to send a letter of concurrence to DPH for its public health emergency preparedness grant application to CDC but to include the Board's continued concerns about the process. **Motion carried unanimously.**

J. EXECUTIVE SESSION

1. Executive session for discussion related to the AFSCME collective bargaining contract reopener

MOTION by Jarema, seconded by Stiglich to go into executive session for discussion and update on:

- the reopening of the AFSCME contract related to salary and health benefits and negotiations underway; and
- a personnel update

Motion carried unanimously.

In session at 8:33 PM. Present: Aforismo, Brown, Checko, Diloreto, Henault, Jarema, Nagel, Richter, Sadlosky, Sartucci, Stiglich and Wysocki.

Out of session at 8:47 PM.

2. Action on items discussed in executive session – No action taken.

K. NEXT MEETING – scheduled for April 19, 2018 at 6:30 PM in the Fireside Room of the Wethersfield Community Center. Sartucci asked Board to consider rescheduling due to a scheduling conflict.

MOTION by Richter, seconded by Jarema to reschedule the April 19th Board meeting to April 26th. **Motion carried unanimously.**

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L. ADJOURNMENT –

MOTION by Sadlosky, seconded by Richter to adjourn. **Motion carried
unanimously.**

Respectfully submitted,

Charles K. Brown, Jr., MPH
Secretary-Treasurer

REVIEWED AND APPROVED BY BOARD: April 26, 2018