BOARD OF HEALTH

FEBRUARY 21, 2019 MEETING
MINUTES

A. CALL TO ORDER. Chairman Patricia Checko called the meeting to order at 6:32 P.M. at 2080 Silas Deane Highway, Rocky Hill, CT.

Present: Patricia Checko, Chairman
Michele Sadlosky, Vice-Chairman
Charles K Brown Jr., Secretary-Treasurer/Director of Health
Kevin Borrup
Ann Marie Diloreto
Barbara Gilbert
Deborah Henault
Jennifer Hill
Ray Jarema
Lecia Paonessa
John Richter
Judith Sartucci
Marti Stiglich

Excused: No one
Quorum present.
Meeting notice posted: February 19, 2019
Staff Present: No one present

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

Checko introduced our newly appointed Board Member Jennifer Hill of Wethersfield.

C. ADOPTION OF MEETING AGENDA –

MOTION by Gilbert, seconded by Henault to approve the agenda as posted. Motion carried unanimously.

D. PRESENTATION “Community Health Overview”, Ann Hartman, Asst. Director of Health, Director of community Health-
Hartman gave a presentation of the Community Health programs. There are three main areas; Emergency Preparedness, Prevention and Public Health Programs and Health Education.

The Emergency Preparedness coordinator ensures deliverables are successfully met, participation in state/regional preparedness activities, participates in local preparedness, oversees EP inventory, plans, manages, head of “ops” for flu vaccination clinics and leads for in office preparedness and oversees student intern.

Prevention and Public Health programs include overseeing lead poisoning cases, senior dental health clinics, and prevention block grant, ACHIEVE community group, opioid initiative and several health education programs including but not limited to Community presentations, Live Well, website redesign and social media management.

Asthma Health Educator-Putting on AIRS (Asthma Indoor Risk Strategies) is self-management for adults and children with uncontrolled asthma. Partnership with CCMC and Health Homes. There is continual program improvement.

Health Education- National Public Health Week which is April 1 –April 7, 2019 will include, Community Health live stream twitter from APHA-Monday with the Mayor, Violence Prevention through social media and press releases, global health-code room escape: bubonic plague scenario, technology-promote text4baby and a climate change movie “The Human Element” by James Balog’s at the Rocky Hill Public Library.

Also responsible for accreditation –PHAB, community involvement and staff management.

**E. APPROVAL OF MINUTES –** Approval of Record of Votes and Minutes-
1. Record of votes and Minutes of January 17, 2019 Board meeting
2. Minutes of February 6, 2019 Executive Committee meeting

**MOTION** by Sartucci, seconded by Gilbert to approve the record of votes and minutes of the January 17, 2019 regular Board meeting as amended. Approved: Checko, Diloreto, Gilbert, Hill, Jarema, Paonessa, Richter, Sadlosky, Sartucci and Stiglich. Opposed: no one. Abstained: Borrup, and Henault (out of the room). **Motion carried.**

**MOTION** by Jarema, seconded by Gilbert to approve the minutes of February 6, 2019 Executive Committee meeting as posted. **Motion carried unanimously.**

**F. OFFICER AND STAFF REPORTS –**
1. Chairman’s Report –  
   - Checko thanked everyone for coming to the staff/board open house.  
   - Governor proposed a 20% cut from the budget for health districts.

2. Treasurer’s Report – Brown stated that centralization expenses are almost complete. Finances are where they should be for this time of year.

3. Director Health and Staff – Brown highlighted the following:  
   - Brown informed the board of the hiring of two new environmental health staff. Gabriela Watstein accepted a position as an Environmental Health Inspector and started on February 11th. Todd Christopher accepted a position as Registered Sanitarian and will start February 18th.  
   - Barbara Gigliotti, Supervising Sanitarian was featured on WFSB Channel 3 to discuss the things to look out for at nail salons.  
   - Betty Murphy will be featured on WTHN Chanel 8 to discuss the Putting on AIRS asthma program.  
   - Annual presentations went well, the last one is for Newington on February 26, 2019.

   **MOTION** by Henault, seconded by Jarema to accept the monthly report of the Director of Health dated February 21, 2019 as presented. **Motion carried unanimously.**

G. COMMITTEE REPORTS

1. *Governance Committee* – Committee Chairman Sadlosky discussed redoing the conflict of interest statements, however the board will be signing the old one.  
   
   PHAB, Strategic Plan, and Procedure Manual were all discussed and are a work in progress.

2. *Human Resources Committee* – Committee Chairman Stiglich updated the Board on future efforts to review personnel policy letters as some are more than 20 years old.

3. *Governance Committee* – Committee Chairman Henault updated the board on the financial status. Stating the committee is watching the budget due to the increase in staff and the implications of what the 20% decrease from the state will have on the district.

4. *Executive Committee- Update under Advocacy*
H. EXECUTIVE SESSION-

1. Executive Session for discussion of collective bargaining contract negotiations as pertains to the FY 2019-2020 budget.

MOTION by Gilbert, seconded by Borrup to go into Executive Session for discussion of collective bargaining contract negotiations as pertains to the FY 2019-2020 budget.


2. Action on items discussed in Executive Session

MOTION by Henault, to accept the recommendation of the Finance Committee to approve CCHD to enter into an agreement to recognize a part-time Emergency Preparedness Director position and part-time Health Inspector position as covered by the bargaining unit. Motion carried unanimously.

I. UNFINISHED BUSINESS: –

1. CCHD Open House for Public- Is scheduled for March 6, 2019 at 3:00PM. There will be a large invite list with members of the towns and state invited.

2. Advocacy and Legislative – Checko stated tobacco, electronic cigarettes and vaping are bills that we will support. There are 37 bills regarding tobacco this session. Discussion also included food protection and safety, vaccination use and administration, injury prevention, testing of drinking water, human trafficking and opioid abuse.

MOTION by Sartucci, seconded by Gilbert to approve the following 2019 state legislative agenda as proposed by the Executive Committee, that support bills that promote the following and oppose those measures that limit or weaken existing public health protections, specifically:

- Support bills related to all forms of tobacco control and nicotine delivery systems including vaping; and raising the purchase age to 21;
- Bills supporting food protection and safety including those preventing sale of home canned food products and the exception of special groups from meeting the food code for commercial kitchens for large fund-raisers and other events;
- Bills that support the safe and appropriate use and administration of vaccines and other medications and oppose those that ban employers
from establishing employee vaccination policies, decrease access, or allow new, untrained and/or unlicensed personnel to administer;
• Bills that promote injury prevention including the required use of motorcycle helmets and all-seat belt use in motor vehicles;
• Environmental health bills that promote the testing of drinking water in schools for lead and other measures to promote safe drinking water for the public. **Motion carried unanimously.**

3. **Conflict of Interest Statements** – Conflict of Interest statements are in the board packet and were completed by each Board member.

4. **Annual Presentations to Member Town Council** – Discussed in Director of Health and staff report.

J. **NEW BUSINESS**

K. **NEXT MEETING** – March 21, 2019, 6:30 PM, CCHD Office in Rocky Hill, CT

L. **ADJOURNMENT** –

**MOTION** by Stiglich, seconded by Henault to adjourn. **Motion carried unanimously.**

Respectfully submitted,

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

REVIEWED AND APPROVED BY BOARD: March 21, 2019