BOARD OF HEALTH

MAY 16, 2019 MEETING MINUTES

A. CALL TO ORDER. Chairman Patricia Checko called the meeting to order at 6:42 P.M. at 2080 Silas Deane Highway, Rocky Hill, CT.

Present: Patricia Checko, Chairman
Charles K Brown Jr., Secretary-Treasurer/Director of Health
Kevin Borrup (arrives at 7:55 PM)
Barbara Gilbert
Jennifer Hill
John Richter (via telephone)
Judith Sartucci
Marti Stiglich
David Wemett

Excused: Diloreto, Henault, Jarema, Paonessa and Sadlosky

Quorum present.
Meeting notice posted: May 13, 2019
Staff Present: No one present

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

C. ADOPTION OF MEETING AGENDA –

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

D. APPROVAL OF MINUTES –

1. Record of Votes and Minutes of April 25, 2019 Board meeting -

MOTION by Stiglich, seconded by Wemett to approve the minutes of the April 25, 2019 regular Board meeting as posted. Motion carried unanimously.

MOTION by Sartucci, seconded by Gilbert to approve the record of votes of the April 25, 2019 regular Board meeting as posted. Motion carried unanimously.
E. OFFICER AND STAFF REPORTS –

1. Chairman’s Report – Checko stated this is an important meeting due to the budget considerations. It is required by law to have a budget passed by the end of June.

2. Director Health and Staff – Brown highlighted the following:
   • Opioid Stakeholder forum will be held on May 30, 2019 at the Wethersfield Community Center. An afternoon meeting this time featuring DMHAS Commissioner as keynote speaker.
   • Motel and Pool license are under way. Environmental staff are encountering some deplorable conditions and have been working with town officials as they conduct inspections. Brown is going to issue Notices of Violations and potentially refer to State Attorney for Housing, to address worst cases. Kudos to Jeff Vecchitto for his mentoring of our less experienced staff, he has done a wonderful job.
   • Statewide Opioid Response Grant has been executed. Currently working to plan for family support sessions in Berlin with Corem Deo. The mission of Coram Deo Recovery is to support women recovering from addiction and abuse in rebuilding their lives and families.
   • Health Educator Luis Pantoja is going to be presenting on vector borne disease at the Berlin-Peck Library on May 21st. Dates for other towns have not been scheduled yet.
   • Walking competition is going great. 673 participants have joined and Wethersfield broke the 200 barrier for the first time with 211. Newington is currently in the lead.

MOTION by Sartucci, seconded by Gilbert to accept the monthly report of the Director of Health dated May 16, 2019 as presented. Motion carried unanimously.

F. COMMITTEE REPORTS

1. Human Resource Committee – Committee Chairman Stiglich updated the board on agency policy letter review, stating procedures were re done in 2016 by attorneys. Committee discussed the need to review in conjunction with current Personnel Policy Manual, as many issues may be addressed there and other policy letters should be included as appendices. Brown categorized letters into four groups; employee health, employee behavior, agency governance and business conduct. Stiglich feels the committee has a good starting point. Next meeting is June 12, 2019.

2. Governance Committee – Sartucci stated Brown is working with Committee on Strategic Plan and the components that need to be put
in place, most notably the CHA and CHIP. Checko stated she will come up with a report from the information received from Data Haven.

Brown downloaded PDF transcripts of NALBOH Governance in Action so a hardcopy would ensure easy access to information. Sartucci reported she had found a document that outlined previous Board development trainings.

Board reappointment letters went out.

Bylaw were reviewed by the attorney and some issues were brought up for the committee to consider.

Next meeting June 10, 2019.

3. Finance Committee – Checko updated the board on the monthly financial reports and stated things are where they should be for this time of year.

A motion was made to bring the budget forward to the board.

Committee agreed that Henault as Finance Chair would be appointed as the Budget Hearing Officer for the upcoming FY 2019-2020 Budget Hearing.

Next meeting is June 18, 2019.

MOTION by Stiglich, seconded by Hill to accept the Committee reports. 
Motion carried unanimously.

G. PRESENTATION ON CCHD BUDGET CONSIDERATIONS FOR FY 2019-2020-

Brown presented a power point presentation regarding the FY 2019-2020 CCHD budget. The presentation highlighted:

- The boards responsibility as a board
- Where the agency stands fiscally
- What is in the new budget proposal

Brown reported that;
- Agency’s first collective bargaining contract ratified in June 2016 and expires on June 30, 2019. Formal negotiations have not started.
- Contract negotiations makes budget less predictable and process more closed.
• Uncertainty at federal level – efforts to “block and cut” public health grant programs
• Continuing State fiscal crisis and continued severe cuts anticipated
• Serious impact on CCHD member towns
• Cuts in state funding to LHD’s
• CCHD provides a good value in public health service to its Member Towns – a highly successful and economical model
• Despite challenges we are a fiscally sound agency
• Per capita fee increase is necessary to move forward and to maintain services
• Decision is always the Board’s as an independent agency.

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

In session at 7:30 PM. Present: Brown, Checko, Gilbert, Hill, Richter, Sartucci, Stiglich and Wemett.

Out of Executive Session at 7:53 PM. Motion carried unanimously.
Borrup arrives 7:55 PM.

2. Action on items discussed in Executive Session

MOTION by Gilbert to accept the recommendation of the Finance Committee to move the budget forward to a public hearing and name Henault as hearing officer of said public hearing. Motion carried unanimously.

I. UNFINISHED BUSINESS
   1. Advocacy and Legislative issues–
   • Seatbelts for all positions has passed.
   • Motorcycle helmet law goes from 21 to 18 years old.
   • Marijuana bill should have a vote in a week or so.
   • Lead bill is dead.
   • Vaccination bill is dead.
   • Cuts to LHD’s is still going. Checko stated the language is more dangerous than the bill itself.
   • Tobacco 21 passed the house as is.

J. NEW BUSINESS
1. **Annual budget hearing date and approval to move proposed budget to public hearing.**

   Public Hearing will be held on June 20, 2019 at 6:00 pm

K. **NEXT MEETING** – June 20, 2019, 6:30 PM, CCHD Office in Rocky Hill, CT

L. **ADJOURNMENT** –

   **MOTION** by Gilbert, seconded by Wemett to adjourn. **Motion carried unanimously.**

   Respectfully submitted,

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

   REVIEWED AND APPROVED BY BOARD: June 20, 2019