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(Approved working notes)

**BOARD OF HEALTH  
MEETING OF MARCH 19, 2009  
NEWINGTON TOWN HALL  
Minutes**

**I. CALL TO ORDER AND ATTENDANCE**

Chairman Nancy Klatt called the Thursday, March 19, 2009 Meeting of the Central Connecticut Health District Board of Health to order at 6:37 p.m. in Conference Room 3 of the Newington Town Hall, Newington, Connecticut.

**Present:** Nancy Klatt, Chairperson  
Patricia Checko, Vice Chairperson  
Arthur Yoaps  
Amanda Hurwitz  
Dianne Doot  
Kevin Borrup  
Judith Sartucci  
Carolyn Wysocki  
Paul Hutcheon, M.P.H., R.S. Director of Health

**Excused:** Ray Jarema

**Staff:** Eileen Knapp, Recording Secretary

Quorum

**II. AUDIENCE OF CITIZENS**

None.

**III. COMMUNICATIONS**

Copies of the NALBOH Newsbrief were handed out. A letter was received from Senator Toni Harp in response to the Board's recent letter regarding the Governor's proposed budget.

Carolyn added Advocacy to the agenda under item X. Other.

**IV. REVIEW AND APPROVAL OF MINUTES (February 19 & 26, 2009)**

**A MOTION was made by Pat Checko to adopt the Public Hearing minutes of February 19, 2009 with changes. Seconded by Dianne Doot. MOTION CARRIED UNANIMOUSLY.**

Dianne Doot suggested changing the language when it comes to the Reserve Account and the Capital

Improvement Reserve Fund so it is not so confusing. Kevin suggested showing the percentage when referring to the Reserve Account, which would represent the percentage of their total operating expenses that is in that account. The Finance Committee will discuss this issue at the next meeting.

**A MOTION was made by Pat Checko to approve the minutes of February 19, 2009 with changes. Seconded by Amanda Hurwitz. MOTION CARRIED UNANIMOUSLY.**

**A MOTION was made by Carolyn Wysocki to accept the minutes of February 26, 2009 with changes. Seconded by Dianne Doot. MOTION CARRIED UNANIMOUSLY.**

#### **V. REVIEW AND APPROVAL OF FINANCIAL REPORT (February 2009)**

Page 2 was missing from the February Financial Report. Carolyn asked if we have received the \$10,471 lead grant. Paul said not yet. The Board agreed that the financial report should be amended to include a line item for this grant for the current year.

**A MOTION was made by Pat Checko to accept the February 2009 Financial Report. Seconded by Amanda Hurwitz. MOTION CARRIED UNANIMOUSLY.**

#### **VI. COMMITTEE REPORTS**

##### **a. Finance (Proposed FY 09/10 budget)**

The Finance Committee will be meeting soon to discuss the hiring of a new auditor. They will also begin to discuss the objectives and goals given to them as part of the Strategic Plan. Additionally they will talk about how to more clearly differentiate between the Financial Reserve Fund and the Capital Improvement Reserve Fund.

**A MOTION was made by Pat Checko to accept the FY 09/10 Budget as presented. Seconded by Dianne Doot.** Carolyn said she couldn't support a deficit budget. She feels there are other items that still can be decreased to create a 0-based budget and she had identified them in a previous board meeting. She is concerned about taking money from the Financial Reserve Fund. There was a discussion about the plan to eliminate the stipend for mileage reimbursement. Paul said the cost per dose for the flu vaccines has been reduced and they are projecting a savings of about \$2,730. He also looked into the cost of operating a vehicle. All estimates were national models and the cost is between 55 cents - 71 cents per mile. The current IRS reimbursement rate is 55 cents/mile. Art voiced his disagreement with eliminating this stipend but after a brief discussion the consensus was to eliminate the stipend for mileage reimbursement. Judy said she continues to oppose the budget agreeing with Carolyn's arguments. She doesn't feel there should be pay increases this year and they should look at reducing staff hours as a contingency plan. Kevin said although he supports the budget he does share Carolyn's concerns about operating a deficit budget. He agrees with Judy that there are other options to reduce spending. Dianne said she supports this budget and although they may have to cut more in the coming years, she feels they don't have to do it now. **6 were in favor (Checko, Doot, Borrup, Klatt, Hurwitz, Yoaps), 2 opposed (Wysocki, Sartucci), MOTION CARRIED.**

##### **b. Governance**

No report.

##### **c. Human Resources**

No report.

## **VII. OLD BUSINESS**

### a. Strategic Plan

Judy asked that this be taken off the agenda for now.

## **VIII. HEALTH DIRECTOR'S REPORT**

Paul distributed a handout identifying activities for Public Health Week. It includes a proclamation they have asked each Town Council to adopt. Carolyn presented a framed proclamation from the mayor of the Town of Berlin. Paul said press releases have been issued to local newspapers and notices are being sent to all town employees regarding Public Health Week.

Pat brought up the discussion Linda Bantell had with MedImmune regarding plans to offer nasal spray to children at fall clinics. The Board talked about the possibility of offering nasal spray flu vaccines for children and they agreed not to offer them at this time because of a lack of a proven track record. Art suggested discussing this issue with the District's medical advisors and revisiting it next year. Judy asked if there are any conversations going on with the schools about offering flu shots to students. Paul said as far as he knows there are no plans in the works for school nurses to vaccinate school children but he said he would check with staff.

Carolyn asked if anything came of Paul's discussion with the American Red Cross and the Newington staff about available programs and services. Paul said there was a discussion about programs that the American Red Cross offers and that Newington staff might take advantage of. The real purpose of the meeting was for the new Regional Representative to introduce himself. Carolyn asked for a copy of the Projected Work Activity Level 2009 Report that Nancy put together. Paul said he would send it out. This report was an attempt to identify the workload represented by the various environmental health activities that are performed community to community.

Judy and Pat asked about the arrest warrant Nancy worked on with the State's Attorney and if it was on behalf of the Department of Public Health. Paul said that arrest warrant came out through housing court and was issued to a person in New York. He said he would check with Greg Mattus to get more information about the hearing date. Nancy asked if Paul anticipated any legal costs to the Board regarding this matter. Paul said he did not. In the past the District has been fortunate that the Town Attorney's have pursued the failure to comply with the order of the Director of Health through the filing of injunctive relief and going to court for the District.

Carolyn complimented Hilary's work in terms of searching for grants and writing a report that was very informative as to what she is working on. She asked about status of a \$30,000 NAACHO grant that was applied for. Pat said the District did not get the grant.

## **IX. NEW BUSINESS**

Two grant applications are being prepared for the North Central Area Agency on Aging. One is to request money for the Visit with a Nurse Program and the other is a submittal for continued support for the District's Dental Cleaning program. In the instance that both applications are not approved the District should prioritize

them. There was a discussion about which one should be prioritized. Pat recommended going with the dental grant. Art was in favor of going for both grants. Judy felt that if the District continued the Visit with a Nurse Program they should focus more on fall prevention.

**A MOTION was made by Kevin Borrup to approve both the Smiles for Life Grant and Dental Cleaning Grant applications and if necessary to prioritize the Dental Cleaning Program Grant. Seconded by Carolyn Wysocki. 6 were in favor (Wysocki, Doot, Borrup, Klatt, Hurwitz, Checko), 2 Rocky Hill Board members were opposed (Sartucci, Yoaps), MOTION CARRIED.**

**X. OTHER**

**a. Advocacy**

Carolyn asked Paul if there was any news about the per capita grant funding or regionalization. Paul said rumor has it that the Governor's proposal to cut 2.5 million from the per capita grant funding for local health departments is being cut in half. Carolyn said there is a wood smoke bill that is up for approval. There is also a bill addressing artificial turf that is out of committee. This bill is requesting a temporary moratorium until February 2010 until additional research can be done on the toxicology of the make-up of artificial turf. There is also a bill being proposed about volunteers serving on boards in terms of liability.

**A MOTION was made by Amanda Hurwitz to adjourn. Seconded by Kevin Borrup. MOTION CARRIED UNANIMOUSLY.**

Meeting adjourned at 8:05 p.m.

Respectfully submitted,

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