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(Approved working notes)

BOARD OF HEALTH
SPECIAL MEETING OF JULY 14, 2011
NEWINGTON SENIOR AND DISABLED CENTER, CERAMICS ROOM
Working Notes

I. CALL TO ORDER AND ATTENDANCE

Chairman Kevin Borrup called the Thursday, July 14, 2011 special meeting of the Central Connecticut Health District Board of Health to order at 6:34 p.m.

Present: Patricia Checko, Vice Chairperson
Arthur Yoaps
Enzo Pistritto
Ray Jarema
Grant Golub
Dianne Doot
James Streeto
Judith Sartucci
Paul Hutcheon, Director of Health

Excused: Kevin Borrup
Carolyn Wysocki

Staff: Eileen Knapp, Recording Secretary

Quorum

In the absence of Kevin Borrup, Pat Checko chaired the Special Meeting.

Everyone introduced themselves to the newest member of the Board representing Wethersfield, Dr. James Streeto.

II. PUBLIC FORUM

None.

III. REVIEW AND REORDER OF AGENDA

A MOTION was made by Dianne Doot to move item VI. Preventative Health Block Grant Application, up on the Agenda before the Personnel Issue. Seconded by Judy Sartucci. MOTION CARRIED UNANIMOUSLY.

IV. COMMUNICATIONS

None.

V. Preventative Health Block Grant Application

This grant in the amount of \$12,327 includes the programs that the Assessment Committee is recommending that the District be involved in. The Grant runs from July through June of 2012 and will be retroactive to July 1, 2011. The Community Health Coordinator and the Health Educator will be working together on these programs, which will focus on nutrition and obesity.

A MOTION was made by Judy Sartucci to approve the Preventative Health Block Grant Application as presented by Paul. Seconded by Art Yoaps. MOTION CARRIED UNANIMOUSLY.

VI. PERSONNEL ISSUE – Salary Survey Findings

Pat said one of the sanitarians has been offered a higher paying position elsewhere and Paul wanted to discuss making salary changes at this time, instead of in the future. A salary survey was done in March and he planned to discuss the findings at some point with the Human Resource Committee. Due to the circumstances he felt it necessary to call this Special Meeting. According to the Salary Survey the average salary for a Registered Sanitarian is 6.15% above the current salary for two of the District's Sanitarians with similar years of experience and years in the position. Paul is proposing a 6.15% increase in salaries for all Registered Sanitarians and also the Administrative Assistant position.

Pat said she wasn't sure this was the appropriate time to discuss making these changes since they just adopted a deficit budget and not all Board members were available to discuss this matter at this time. She felt it was premature to be looking at the survey now and she thought the methodology was flawed. Pat suggested setting up a step system in the future to solve some of these problems. She also pointed out that if someone in a sanitarian position wants to move ahead they may have to go to another Town or District to do that.

Art didn't feel the survey was completely useless and he asked about the cost of advertising for a new Sanitarian. Paul said depending on how many times they run it; it could be 1-2 thousand dollars.

Judy said this issue was already raised twice in Human Resources, in March and May, and the Committee said they weren't going to deal with this right now mainly because of the deficit budget. Also she doesn't feel it is appropriate to make a major change when they are already in the budget year. She said although the salaries may not be exactly in at the average in other Districts, they are in the range and employees have been given cost of living raises every year. Judy said there is very little justification for making a budget change at this time.

Dianne said the reason the Human Resource Committee put off this discussion was not that they didn't think it was important but that they were dealing with some other issues at that time. She thinks the survey is representative of similar enough Districts that it can be used for discussion. She suggested discussing the situation for this one Sanitarian who was offered another position.

Grant wondered about the available pool of Sanitarians they would have to hire from. Pat said Districts "steal" from each other all the time and Southern Connecticut State University has Sanitarian graduates

coming out every year. Paul said these days it is difficult to find a qualified, trained, fully experienced person for the job. Finding a new person won't necessary be difficult but they won't be able to come into the District already being able to handle the work that needs to be done. Also, come September the District will need to hire another Sanitarian when Rich leaves. The Health Departments used in the survey were the same ones they used 5 years ago and were selected based on a socioeconomic comparison. The salaries selected were for Registered Sanitarians, who actually do the same job that the CCHD District Sanitarians do.

Ray said he understands why Paul brought this to the Board because he also realizes the value of this particular individual.

Judy said the CCHD couldn't compete with other municipal health departments for reasons other than salary. She said there are Registered Sanitarians out there that are available.

Dianne again suggested discussing making a change for this one Sanitarian. Pat said there is nothing in their personnel rules that allows for a merit raise for one individual and it could be considered discrimination to raise the salary for one individual. Paul noted that he is not and would not recommend an adjustment for just one Sanitarian.

Judy pointed out that the Community Health Coordinator is \$11,000 below average and wondered why Paul isn't suggesting a change for that position. Paul said he didn't feel it wasn't warranted because of the years of experience in the position.

Pat said she doesn't know of anyone in public health who bases salaries on years of experience. When they do make changes to salaries the Board needs to look at all positions together, not just sanitarians. She is also concerned about where the additional money would come from for the proposed increases.

A MOTION was made by Art Yoaps to follow Paul's recommendation to modify the budget to increase the salaries for the Registered Sanitarians and the Administrative Assistant effective July 1, 2011 as noted in the memo provided. Seconded by Grant Golub. 1 was in favor (Art Yoaps), 7 opposed (Checko, Jarema, Sartucci, Doot, Golub, Streeto, Pistritto), MOTION FAILED.

A MOTION was made by Grant Golub to follow Paul's recommendation to increase the salaries for the Registered Sanitarians in a phased-in approach effective July 1, 2011 and January 1, 2012 as noted in the memo provided. Seconded by Art Yoaps. James asked where the money for this increase would come from. Pat said the Board would have to agree to use the Reserve Account funds to cover this increase. Paul agreed that they could use additional money from the Reserve Account, but they could also find a way to cut expenses in the current budget. He considers this to be a smart business decision to make the District the best that it can be by keeping quality employees. Enzo pointed out that there is no guarantee that this individual will stay if offered more money. Pat said whether or not this person chooses to leave, they still have to advertise for a new Sanitarian in September. 3 were in favor (Golub, Yoaps, Streeto) 5 opposed (Checko, Sartucci, Doot, Jarema, Pistritto), MOTION FAILED.

A MOTION was made by Dianne Doot to adjourn. Seconded by Art Yoaps. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 7:34 p.m.

Respectfully submitted,

Paul Hutcheon, Director of Health