



BOARD OF HEALTH

MARCH 17, 2022, MEETING MINUTES

A. CALL TO ORDER. Chairman Patricia Checko called the meeting to order at 6:38 P.M. via zoom and telephone.

Present: Patricia Checko, Chairman (via Zoom) arr. 6:45 PM
Charles K Brown Jr., Secretary-Treasurer/Director of Health
Ann Marie Diloreto (via telephone)
Dianne Doot (via zoom)
Barbara Gilbert (via zoom)
Ray Jarema (via telephone)
Lecia Paonessa (via zoom)
Judith Sartucci (via zoom)
Marty Stiglich (via telephone)
David Wemett (via zoom)
Roy Zartarian (via zoom)

Excused: Deborah Henault

Absent: Jerilyn Nagel

Quorum present. No one

Meeting notice posted: March 16, 2022.

Staff Present: No one

B. PUBLIC FORUM – No one

C. ADOPTION OF MEETING AGENDA –

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

D. APPROVAL OF MINUTES –

- 1. Record of Votes and Minutes for February 17, 2022, Board meeting**

MOTION by Doot, seconded by Sartucci to approve the Record of Votes of the February 17, 2022, Board meeting as posted. **Motion carried unanimously.**

MOTION by Sartucci, seconded by Wemett to approve the Minutes of the February 17, 2022, Board meeting as posted. **Motion carried unanimously.**

E. OFFICER AND STAFF REPORTS –

1. **Chairman's Report** – Checko reported there were 24 legislative bills that are of potential interest to us.

Testimony was sent out for two bills: HB5045, An Act Reducing Lead Poisoning and SB 367, An Act Concerning Electronic Nicotine Delivery Systems, and vaping products.

Other bills of interest are:

- To ban all flavors of tobacco including menthol.
- Large number of bills regarding children and mental health.
- Registered pharmacists and medical assistants can administer vaccine to anyone over 12 years of age.
- Increased interest in putting 4 million into the tobacco and health trust fund.

Checko attended a high-tech meeting regarding the Health Information Technology to have reporting that the Connecticut Health Information Exchange (known as CONNIE) will have public health data (immunization registry) ready by October.

2. **Director of Health and Staff** –

- Public Health Nurse started this week. Adding clinical staff is necessary for ELC2 grant has caused the agency to reflect on future use of resources. Need to search for clinical space to operate from.
- Community Health looking to the future and how they functioned. Looking at how services can be more efficient and effective. Expand areas of surveillance and firm up clinical processes.
- Structure has become an issue with too many staff reporting to Assistant Director. Need areas of innovation and seasoning for new supervisors. Drafted Proposed Organizational chart to support their thoughts. Director and staff engaged Executive Committee to discuss viability of concept. Decision was made by the Executive Committee to bring this to the Board for further comment and discussion.

MOTION by Stiglich, seconded by Doot to accept and approve the new organizational chart. **Motion carried unanimously.**

- Environmental Health had one interview with promising candidate, posting for 2 Environmental Health positions now.
- Vecchitto and Kupstis have really stepped up along with Gigliotti to cover while recruitment continues.
- Administrative Staff is working with MICA (our patient medical record system) and Pantoja to expand system to allow for

electronic health records and enhanced billing options.
Looking to hire and train a bookkeeper to

MOTION by Gilbert, seconded by Stiglich to accept the monthly report of the Director of Health dated March 17, 2022, as presented. **Motion carried unanimously.**

F. COMMITTEE REPORTS -

1. **Governance Committee** – Nothing to report. Next meeting is April 11, 2022.
2. **Human Resources Committee** – Nothing to report. Next meeting is April 13, 2022.
3. **Finance Committee** – Nothing to report. Next meeting is April 19, 2022.

G. NEW BUSINESS-

1. **Executive Session for the purposes of discussing personnel matters –**

MOTION by Gilbert, seconded by Zartarian to go into Executive Session for the purpose of discussing personnel matters.

In Session at 7:15 PM. Present: Brown, Checko, Diloreto, Doot, Gilbert, Jarema, Paonessa, Sartucci; Stiglich, Wemett and Zartarian.

Out of Session at 7:22 PM. **Motion carried unanimously.**

2. **Next Meeting** – April 21, 2022, 6:30 PM, CCHD Offices in Rocky Hill, CT

H. ADJOURNMENT –

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

Respectfully submitted,

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

REVIEWED AND APPROVED BY BOARD: April 21, 2022