



BOARD OF HEALTH

APRIL 16, 2020 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
Charles K Brown Jr., Secretary-Treasurer/Director of Health
Kevin Borrup (via conference call)
Ann Marie Diloreto (via conference call)
Barbara Gilbert (via conference call)
Deborah Henault (via conference call)
Jennifer Hill (via conference call)
Ray Jarema (via conference call)
Lecia Paonessa (via conference call)
Michele Sadlosky (via conference call)
Judy Sartucci (via conference call)
Marti Stiglich (via conference call)
David Wemett (via conference call)
Roy Zartarian (via conference call)

Excused: No one

Quorum present.

Meeting notice posted: April 13, 2020

Staff Present: No one present

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

C. ADOPTION OF MEETING AGENDA –

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

D. APPROVAL OF MINUTES –

1. Record of Votes and Minutes of March 19, 2020 Board meeting

MOTION by Stiglich, seconded by Henault to approve the minutes of the March 19, 2020 regular Board meeting as posted. **Motion carried unanimously.**

MOTION by Sartucci, seconded by Gilbert to approve the record of votes of the March 19, 2020 as posted. **Motion carried unanimously.**

E. OFFICER AND STAFF REPORTS –

1. Chairman’s Report –

- Checko gave a shout out to Brown and the staff on an incredible job that is being done during this pandemic.
- Advocacy is done for the year since there is no legislative session.
- Discussed the re-appointments that are coming due.

2. Director Health and Staff – Brown highlighted the following:

- Walking competition has been cancelled.
- Dental grant was received by NCAAA and is being reviewed.
- Putting On Airs activities being conducted virtually and have been successfully providing information and guidance during this time to keep asthma well managed.
- Environmental Health staff have contacted all the Food Service Establishments in the district to provide guidance during this extraordinary time and determine who is operating and how. Majority of them are open but modified operations for takeout and delivery only. Have had few complaints to date concerning food operations but staff have followed up quickly.
- Jane Knotek and Johnathan Butler did an outstanding job getting messages out to regulated facilities about COVID-19 and budget changes.

COVID-19

- Staff have been keeping up with information from CDC and CT DPH since December. Currently 364 confirmed cases in the district
 - 112 in Rocky Hill, 113 in Newington, 58 in Berlin, 81 in Wethersfield.
- 28 deaths in the District.
 - 13 in Rocky Hill, 9 in Newington, 3 in Berlin, 3 in Wethersfield.
- All towns have opened their EOC’s.
- All towns have closed their town halls, schools, senior centers and park and rec programs.
- CCHD has closed our office to foot traffic.
- Staff working from home primarily. Some coming to office for necessary tasks but practicing social distancing
- Johnathan Butler did an outstanding job supporting the regional distribution of PPE this week.
- CCHD distributed critical equipment to Apple Rehab in Rocky Hill today.

- Facility undergoing a devastating outbreak with 30+ cases and 8 fatalities.
- Director of Clinical Nursing stated this should get them through until their next shipment should come in next week and should keep staff protected and on the job.

MOTION by Stiglich, seconded by Sartucci to accept the monthly report of the Director of Health dated April 16, 2020 as presented. **Motion carried unanimously.**

F. COMMITTEE REPORTS

- 1. Human Resource Committee** – No meeting. Next meeting is May 13, 2020.
- 2. Governance Committee** – No meeting. Next meeting is May 11, 2020.
- 3. Finance Committee** – Brown reviewed the monthly financial reports for FY 2019-2020 through March 30, 2020 and answered and clarified issues for the Committee about various line items.

Brown updated the Board on the use of funds from the Capital Reserve account to purchase teleconferencing equipment. Most of the equipment has come in and will be installed as components arrive. Next meeting is May 19, 2020.

MOTION by Henault, seconded by Gilbert to accept the treasurer's report dated March 31, 2020 as presented. **Motion carried unanimously.**

G. NEW BUSINESS

- 1. Feedback from tonight's Public Hearing-** No feedback.
- 2. Approval of FY 2021 agency budget –**

MOTION recommendation of the Finance Committee to approve the FY 2020-2021 agency budget. **Motion carried unanimously.**

MOTION recommendation of the Finance Committee to approve the fee schedule. **Motion carried unanimously.**

H. ADJOURNMENT –

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

Respectfully submitted,

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

REVIEWED AND APPROVED BY BOARD: May 21, 2020