



BOARD OF HEALTH

MAY 21, 2020 MEETING MINUTES

A. CALL TO ORDER. Chairman Patricia Checko called the meeting to order at 6:33 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 zoom)
Ann Marie Diloreto (via conference call)
Barbara Gilbert (via zoom)
Deborah Henault (via zoom)
Ray Jarema (via conference call)
Lecia Paonessa (via conference call)
Michele Sadlosky (via zoom)
Judy Sartucci (via zoom)
Marti Stiglich (via conference call)
Roy Zartarian (via zoom)

Excused: Jennifer Hill and David Wemett

Quorum present.

Meeting notice posted: May 19, 2020

Staff Present: No one present

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

C. ADOPTION OF MEETING AGENDA –

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

D. APPROVAL OF MINUTES –

1. Record of Votes and Minutes of April 16, 2020 Board meeting

MOTION by Zartarian, seconded by Borrup to approve the minutes of the April 16, 2020 regular Board meeting as amended. **Motion carried unanimously.**

MOTION by Borrup, seconded by Paonessa to approve the record of votes of the April 16, 2020 as posted. **Motion carried unanimously.**

2080 Silas Deane Highway, Suite 100, Rocky Hill, CT 06067

P (860) 785-8380 F (860) 785-8533 www.ccthd.org

PUBLIC HEALTH for BERLIN, NEWINGTON, ROCKY HILL, WETHERSFIELD

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.
- Discussed the appointment of Deidre Gifford as acting Department of Public Health commissioner. Dr. Gifford is also Commissioner of the Department of Social Services.
- Discussed the re-appointments that are coming due, Marti Stiglich, Ray Jarema and Pat Checko will seek re-appointment. Sadly, Michele Sadlosky and Jen Hill will be leaving the board.

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

- Virtual Walking Program has started, and it is using the same platform as the walking competition but individual.
- Environmental Health staff have begun inspections of all the food service establishments and have provided guidance on outdoor dining and determine who is operating and how. Most restaurants are open but modified operations for takeout and delivery only. Gov. Lamont's Executive orders have made this challenging
- Jane Knotek and Johnathan Butler continue to distribute personal protective equipment out to home health care agencies and dentists.

MOTION by Sartucci, seconded by Henault to accept the monthly report of the Director of Health dated May 21, 2020 as presented. **Motion carried unanimously.**

F. COMMITTEE REPORTS

- 1. Governance Committee –** No meeting. Next meeting is June 8, 2020.
- 2. Finance Committee –** Brown updated the Board on the use of funds from the Capital Reserve account to purchase teleconferencing equipment. Equipment has come in and is installed. The total purchase amount was \$3118 and was submitted for reimbursement under COVID-19 emergency funding. Next meeting is June 16, 2020.
- 3. Human Resources Committee –** Brown reviewed the Community Health Coordinator job description and provided comments on various items. Next meeting is June 10, 2020.

MOTION recommendation of the Human Resources Committee to adopt the new job spec for the Community Health Coordinator position. **Motion carried unanimously.**

G. NEW BUSINESS

1. COVID-19 Update-

- Staff have been keeping up with information from CDC and CT Department of Public Health since December. Currently 1073 confirmed cases in the district; 364 in Rocky Hill, 327 in Newington, 136 in Berlin and 229 in Wethersfield. 143 deaths in the district; 76 in Rocky Hill, 44 in Newington, 14 in Berlin and 9 in Wethersfield.
- All towns have started to plan for opening their town halls, schools, senior centers. Park and rec programs still being debated. Central Connecticut Health District has closed our office to foot traffic.
- Staff working from home primarily, most coming to the office for necessary tasks but practice social distancing.
- Staff is becoming familiar with contact tracing software. Training materials is on the state system and the plan is to have staff start using and develop protocol for bringing volunteers into system soon. 35 volunteers have expressed interest in assisting in contact tracing.
- Funding is coming down from the state. At this time, the health district will be receiving \$51,000 until March 2021. Brown states this is not going to be enough for everything that needs to get done.
- Governor's Executive orders are an issue as we move forward into reopening. CT Department of Public Health leadership is in a transition and communication at an all-time low. The health district hears about decisions after the public does.

H. NEXT MEETING – June 18, 2020, 6:30 PM, CCHD Offices in Rocky Hill, CT

I. ADJOURNMENT –

MOTION by Borrup, seconded by Stiglich to adjourn. **Motion carried unanimously.**

Respectfully submitted,

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

REVIEWED AND APPROVED BY BOARD: June 18, 2020