



BOARD OF HEALTH

AUGUST 27, 2020 MEETING MINUTES

A. CALL TO ORDER. Chairman Patricia Checko called the meeting to order at 6:33 P.M. via zoom and telephone.

Present: Patricia Checko, Chairman
Charles K Brown Jr., Secretary-Treasurer/Director of Health
Kevin Borrup (via zoom call)
Ann Marie Diloreto (via conference call)
Dianne Doot (via zoom call)
Barbara Gilbert (via zoom call)
Deborah Henault (via zoom)
Ray Jarema (via conference call)
Lecia Paonessa (via conference call)
Judy Sartucci (via zoom)
Marti Stiglich (via conference call)
Roy Zartarian (via zoom)

Absent: David Wemett

Quorum present.

Meeting notice posted: August 25, 2020

Staff Present: Jane Knotek

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

C. ADOPTION OF MEETING AGENDA –

Checko welcomed our newest board member, Dianne Doot. Dianne is a retired physician returning to the board representing the town of Wethersfield.

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

D. APPROVAL OF MINUTES –

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

MOTION by Gilbert, seconded by Henault to approve the record of votes and minutes of the July 16, 2020 regular Board meeting as posted.

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

Approved: Borrup, Checko, Diloreto, Gilbert, Henault, Jarema, Paonessa, Sartucci, Stiglich, and Zartarian. Opposed: No one. Abstained: Doot **Motion carried.**

E. OFFICER AND STAFF REPORTS –

1. Chairman’s Report –

- Checko is waiting on Newington for a new appointment to the board. She has spoken to the mayor.

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

- Plans for Drive-Thru Flu Clinics are challenging. Working with towns to identify sites within each town, some easier than others. We may not have clinics in each town without cooperation.
- Environmental Health staff did a great job getting schools ready for reopening through inspection of kitchen facilities.
- Cheryl Kissinger continues closing out the 2019-20 fiscal year and staying on top of expenses related to emergency response. CCHD received a new grant from the state, COVID related, to help with expenses in the amount of \$157,000 a year for the next three years.

MOTION by Zartarian, seconded by Diloreto to accept the monthly report of the Director of Health dated August 27, 2020 as presented. **Motion carried unanimously.**

F. COMMITTEE REPORTS

- 1. Governance Committee –** Sanitary code was discussed line by line. Committee agreed to review remainder of document and forward comments for discussion by October meeting. Next meeting is September 14, 2020.
- 2. Finance Committee –** Brown to report on financials. Next meeting is September 15, 2020.
- 3. Human Resources Committee –** No report. Next meeting is September 9, 2020.
- 4. Nominations Committee –** Diloreto stated Pat Checko expressed an interest in Board Chairperson, Barbara Gilbert for Board Vice-Chairperson and Deborah Henault for Member at Large position. Nominations will be open until September 15, 2020.

- 5. Financial Report** – Brown reviewed the yearly financial reports for FY 2019-2020 through July 31, 2020 and answered and clarified issues for the Committee about various line items.

MOTION by Stiglich seconded by Gilbert to accept the financial report of the Director of Health dated July 31, 2020 as presented. **Motion carried unanimously.**

G. NEW BUSINESS

1. Update on COVID-19 -

- Staff have been keeping up with information from CDC and CT Department of Public Health since December. Currently 1353 confirmed cases in the district; 453 in Rocky Hill, 426 in Newington, 192 in Berlin and 282 in Wethersfield. 173 deaths in the district; 94 in Rocky Hill, 51 in Newington, 17 in Berlin and 11 in Wethersfield.
- All towns are completing plans for opening their schools.
- Volunteers are utilizing contact tracing software. Trained materials on state system and local protocols are developed. Recently changed to capture information about colleges.
- Executive orders are still an issue as we move forward into reopening. Phase 3 has been delayed but we expect more guidance around pertaining to weddings and outdoor events. Information is sometimes being sent to regulated community before LHD's.

2. Update and discussion regarding district school reopening plan –

Brown discussed his role in school reopening, stating the relationship between the superintendents and himself is better than it has ever been. Contact tracing will continue to work in conjunction with school officials. Brown has had many meetings with school officials from all four towns to determine what is the best way to protect the children, teachers and all staff during the pandemic.

H. NEXT MEETING – September 17, 2020, 6:30 PM, CCHD Offices in Rocky Hill, CT

I. ADJOURNMENT –

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

Respectfully submitted,

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

REVIEWED AND APPROVED BY BOARD: September 17, 2020