



BOARD OF HEALTH

SEPTEMBER 17, 2020 MEETING MINUTES

A. CALL TO ORDER. Chairman Patricia Checko called the meeting to order at 6:31 P.M. via zoom and telephone.

Present: Patricia Checko, Chairman (via Zoom)
Charles K Brown Jr., Secretary-Treasurer/Director of Health
Kevin Borrup (via zoom call, arrived at 7:01 pm)
Ann Marie Diloreto (via conference call)
Dianne Doot (via zoom call arrived at 6:34 pm)
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)
David Wemett (via zoom)
Roy Zartarian (via zoom)

Absent: No one

Quorum present.

Meeting notice posted: September 16, 2020

Staff Present: Jane Knotek

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

C. ADOPTION OF MEETING AGENDA –

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

D. APPROVAL OF MINUTES –

1. Record of Votes and Minutes of August 27, 2020 Board meeting

MOTION by Zartarian, seconded by Wemett to approve the record of votes and minutes of the August 27, 2020 regular Board meeting 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 highlighted the following:

- Checko stated Brown is in his 6th year with the district and his performance evaluation is in process. A new 3-year contract is needed. Checko will bring to board at next meeting.
- Flu clinics will go on, board members should have received their form.
- Received a new grant application for money that has come available through CDC, 154K a year for the next 20 months.
- Waiting for new board member appointment from Newington.
- No audit for October meeting, should be in November.

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

- CCHD has been funded for Year 3 of How Can We Help? Opioid grant, looking good for year 4.
- Plans for Drive-Thru Flu Clinics are finalizing. Final logistical details are being worked out and staff and volunteers scheduled. The schedule is on our website, www.ccthd.org.
- Environmental Health staff Barbara Gigliotti has done an excellent job walking board member’s through the sanitary code. Staff continue to conduct their routine inspections and COVID-19 complaints among our regulated community.
- Jane and staff did a great job in getting pre-printed flu shot forms folded and mailed out. Close to 4000-5000 envelopes we mailed.

MOTION by Sartucci, seconded by Wemett to accept the monthly report of the Director of Health dated September 17, 2020 as presented. **Motion carried unanimously.**

F. COMMITTEE REPORTS

- 1. Governance Committee –** Sanitary code was discussed with Supervising Sanitarian to answer any lingering questions left for agency determination. Staff will incorporate comments and, with concurrence of committee, forward to Board for consideration. Next meeting is October 5, 2020.
- 2. Finance Committee –** No report. Next meeting is October 13, 2020.
- 3. Human Resources Committee –** No report. Next meeting is October 14, 2020.
- 4. Nominations Committee –** Diloreto stated that the nominations on the slate will be: Chair – Patricia Checko, Vice-Chair – Barbara Gilbert and Member at large-Deborah Henault.

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 1429 confirmed cases in the district; 471 in Rocky Hill, 454 in Newington, 205 in Berlin and 299 in Wethersfield. 173 deaths in the district; 94 in Rocky Hill, 51 in Newington, 17 in Berlin and 11 in Wethersfield.
- All towns have opened their schools. Options for in-school and hybrid are being utilized. Each town has had an in-school issue to deal with that required assistance from the Health District.
- Volunteers are doing an excellent job on our contact tracing. Almost 600 cases and contacts have been tracked using the state system since May 20th.
- Executive orders are still an issue. Phase 3 has been delayed but we expect more guidance around sports and travel, which is inconsistent with good public health practices.

2. Election of Officers - Checko asked for any nominations from the floor. Diloreto asked for a motion to move the slate.

MOTION by Borrup seconded by Wemett to move the election slate forward.

Chairman – Patricia Checko

Vice-Chairman – Barbara Gilbert

Member at Large – Deborah Henault

Motion carried unanimously.

H. NEXT MEETING – October 15, 2020, 6:30 PM, CCHD Offices in Rocky Hill, CT

I. ADJOURNMENT –

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

Respectfully submitted,

Charles K. Brown, Jr., MPH

Secretary-Treasurer

REVIEWED AND APPROVED BY BOARD: October 15, 2020