

Connecticut River Area Health District

Serving the Towns of Clinton, Deep River and Old Saybrook

First Selectman, Richard Smith, Chairman

Michael Dunne, M.D.

First Selectman, William Fritz, Secretary

David Shearer, M.D.

Peter Neff, Treasurer

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Old Saybrook, CT 06475
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Minutes

Monday, January 27, 2014

Regular Meeting of the CRAHD Board of Directors

455 Boston Post Road, Suite 7

Old Saybrook, CT 06475

11:00 AM

A. Call to Order

Chairman Dick Smith called the meeting to order at 11:38 am

B. Roll Call

Chairman Smith identified the following as present: Board Secretary Willie Fritz, Board Member David Shearer, Director of Health Jim Monopoli and Chris Collier, Clerk

Steve Mongillo from the OSWPCA and Auditor Audrey Leone were also in attendance

C. Approval of Minutes from November 23, 2013 Regular Meeting

Shearer moved, Smith 2nd, motion to approve minutes from November 23, 2013 Regular Meeting

APPROVED

D. Old Business

- **Status of application for 3rd party reimbursement**

Director Monopoli reported that the applications are currently on hold His objective is to complete the applications to be ready for next years flu season

- **Aetna Foundation Grant Application**

The application for the county wide grant for “Bike for Life” was submitted. Unfortunately, CRAHD was not chosen as a recipient of one of the grants. Monopoli reported that there was no feedback or mechanism to receive feedback as to why CRAHD was not chosen.

- **Ordinance Development**

Director Monopoli distributed draft copies of the Food Service Ordinance. It has been submitted to CRAHD’s attorney for review.

Comments have been received.

Fritz recommended on Page 7, Section 7, that Pre-opening inspections for change of ownership of a food establishment should be added.

Draft copies of the Public Swimming Pool Ordinance were distributed to the Board for review. This ordinance is specific to licensing and references the Public Health Code.

The Salon Ordinance is still being worked on. This ordinance is much more detailed because there are no state code standards to reference. Director Monopoli is reviewing salon ordinances established by other health districts. Director Monopoli suggested that the next public hearing include the budget and ordinances.

- **Regional pump out boat: status**

Director Monopoli reported that an MOA is being drawn up with Coastal Environmental Services and the participating towns to confirm the towns 25% in kind contribution.

Coastal Environmental Services has requested a meeting with all Town Officials who will be participating in the program. Monopoli offered to help facilitate this.

- **Borough of Fenwick, contract draft**

Ethel Davis, warden for the Borough of Fenwick, has requested public health services from CRAHD.

Director Monopoli presented a draft MOA to the Board for their review. The draft underwent attorney review.

Under this contract, Fenwick will not retain any of their own staff, and rely solely on CRAHD for its services. Fenwick would pay the local per capita rate.

E. New Business

- **Audit for 2012 – 2013 fiscal year, review with auditor**

Audrey Leone from the firm of Doherty, Beals and Banks, PC reviewed specific parts of the audit with the Board
Audit ok

- **Review/Discussion of preliminary operating budget 2014 - 2015**

Due to a drop in member town's population, the loss of no cost IT support, and a need to upgrade its computer hardware, the board discussed an increase to the local per capita rate in its 2014-2015 operating budget. Due to these necessary changes and the concern about their costs, Secretary Fritz suggested the per capita contribution be raised to \$13.00

FRITZ moved **SHEARER 2nd**, motion to raise the local per capita to \$13.00

APPROVED 3 – 0

- **Meeting Schedule 2014**

The 2014 CRAHD Board of Directors meeting schedule was presented
Director Monopoli requested cancellation of the February meeting

SMITH moved **SHEARER 2nd**, motion to accept meeting schedule as presented and cancel the February 2014 meeting

APPROVED 3 – 0

F. Chairman's Report

No Report

G. Director's Report

Director Monopoli reported that CRAHD along with the DPH will be presenting an informational session to Realtors in the area titled "Environmental Health & The Real Estate Transaction" on Jan 28th. Joan Simpson, MSPH will be discussing environmental & occupational health assessment programs developed by the CT DPH, and Amanda J. Clark, RS will be presenting environmental information. Scott Martinson, MS, RS, Wendy Arnold, RS, and Steve Yenco, RS, will also be in attendance as speakers and representing CRAHD's Environmental Health Staff.

The POD Mass dispensing drill will be held April 14 at the Old Saybrook Middle School. One of the goals will be to test the stations within the POD for accuracy. Mass Dispensing Area 39 and other MDA's in Region 2 will be included.

- **Adjournment**

FRITZ moved, **SHEARER 2nd**, motion to adjourn at 12:32 pm

APPROVED 3 - 0

Respectfully Submitted,

Chris Collier

Clerk