

Connecticut River Area Health District

Serving the Towns of Clinton, Deep River, Old Saybrook and Haddam

Peter Neff, Chairman, Clinton

Michael Dunne, M.D., Vice Chairman, Old Saybrook

William Fritz, Clinton

Jeffrey Goldblatt, M.D., Old Saybrook

Angus McDonald, Deep River

Lizz Milardo, Haddam

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Minutes

Monday, January 30, 2017

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

Peter Neff, Chairman of the CRAHD board, called the regular meeting of the CRAHD board of directors to order at 11:02 AM.

B. Roll Call

Chairman Neff recognized the following board directors: Angus McDonald, Michael Dunne, Lizz Milardo, and Director of Health Jim Monopoli.

C. Approval of Minutes from the November 28, 2016 Regular meeting

After some discussion, a motion to approve the minutes from the November 28, 2016 Regular Meeting was made by Dunne, 2nd McDonald.

Approved 4-0

D. Old Business

- **Executive Committee director vacancy**

Discussion took place regarding how best to fill the vacancy created on the executive committee with the replacement of Director Lewis by Director McDonald. Two directors, McDonald and Milardo have shown a desire to serve on the executive committee. Chairman Neff suggested that the naming of a specific director may not be necessary, and that the executive committee could include "a" director, whomever that would be at the time. Chairman Neff and Vice Chairman Dunne would be named along with the director of health, but the board director would remain identified only by position and unnamed. This seemed to be in general agreement amongst the board. A motion to table this discussion was made by Dunne, 2nd by McDonald.

Approved to table 4-0

- **Alternate board director appointments in Haddam, Deep River**

Monopoli reported that alternate board directors have been identified in Haddam and Deep River. In Haddam, Liz Glidden is an alternate board director and JoAnn Ricciardelli as a 2nd alternate in the

absence of Director Milardo. Monopoli said that Peter Lewis was identified as the alternate board director in Deep River, in the absence of Director McDonald.

- **CT DPH Legislative proposal, local health consolidation**

Monopoli presented a copy of the Department of Public Health's Local Health Integration Proposal dated January 9, 2017. The proposal is in draft form. Monopoli and director McDonald attended the Commissioner's town hall meeting in Old Lyme on January 5th to hear the Commissioner's presentation and rationale for local health consolidation. Most legislators and town administrators at the meeting remain opposed to the proposal. After some discussion Directors Milardo and McDonald offered to supply content for a letter to the Commissioner from the CRAHD board of directors opposing this proposal. Monopoli offered to coordinate and finalize the letter. Monopoli said he would update the board on any new developments related to this proposal.

- **Request for Assistance: town Tax Collectors**

Monopoli updated the board on this issue. At the last meeting, Monopoli said he would solicit feedback from other health departments and districts in how they deal with CGS 12-146a, regarding revocation of health permits because of delinquent local taxes owed by an establishment. After review of the feedback from other health departments and districts, which the majority showed cooperation with the tax collectors, the board asked Monopoli to develop a protocol for assisting the town tax collectors with tax collection based on upholding or non-renewal of health permits. The board wanted as little operational interruption as possible while still assisting the tax collectors in the towns. It was suggested that at the time of permit renewal, the tax collectors provide a subset list of delinquent tax establishments based on the health permit renewal list, and then those tax delinquent establishments would need to show proof of squaring things with the tax collector prior to re-issuance of license or permit. Monopoli said that any protocol to assist should specify permit suspension prior to revocation as a last resort. It was agreed that the board will review, comment and ultimately approve a protocol once developed by Monopoli, and reviewed/revised by the board.

E. New Business

- **FY 2017-2018 operating budget**

Monopoli presented a draft operating budget for fiscal year 2017-2018. The preliminary budget is a decrease of approx.. \$18,000 from FY 2016-17 budget. The budget also establishes the proposed per capita rate for member towns. In addition, Monopoli presented a proposed fee schedule with two proposed changes; a \$100.00 fee established for campground annual registration, and an increase in the fee (\$50) for a check returned without sufficient bank funds. Monopoli also presented a revised capitol spending plan through fiscal year 2022, and a fund balance appropriation plan to utilize unrestricted fund balance to finance the capitol plan over the next two years. After some discussion, a motion was made to approve the new proposed fees by Milardo, 2nd McDonald.

Approved 4-0

In addition, after further discussion regarding the operating budget, a motion was made to approve the preliminary budget and the proposed per capita amounts to be requested to the member towns, and to bring the proposed budget, fee schedule, and capitol spending plan to a public hearing. The public hearing will be scheduled at the next board meeting. Motion by Dunne, 2nd Neff.

Approved 4-0

Neff also requested that the letter to the towns requesting the per capita rate also include reference to recent history showing that the per capita rate request has been on the decline over that last few years.

- **Final Audit report for fiscal year 2015-2016**

Monopoli distributed the final audit report for fiscal year 2015-16, Prepared by Doherty, Beals, and Banks, P.C.. Monopoli reported that the final report was sent electronically to the towns.

- **Community Health Needs Assessment, Middlesex Hospital**

Monopoli presented the final community health needs assessment recently completed by Middlesex Hospital. Monopoli said there was a lot of good information in the report, and he plans to have it reviewed by intern(s) to pull out highlights pertaining to the CRAHD towns and perhaps identify needs that the district may work on.

F. Director's Report

Monopoli reported that work on developing a 2nd emergency point of dispensing (POD) at Winthrop Middle School in Deep River continues. A security audit has been completed, and a general audit as well. Monopoli and his staff are preparing a public information session for residents in Haddam and Deep River to re-introduce public health preparedness and mass dispensing plans to residents and to also attempt to recruit new volunteers. Monopoli said hopefully this should be ready to present within a couple of months.

Monopoli reported that a modified order, as recommended by CT DPH in its final memorandum of Decision based on appeal, was issued to owners at 13 George Drive in Old Saybrook.

Monopoli reported that 20 wells were tested for pesticides in Deep River, in neighborhoods surrounding Valley Regional High School. The testing did not reveal gross contamination of the aquifer with pesticides.

Monopoli reported that Chairman Neff sent a letter to First Selectwoman of Chester, Lauren Gister, requesting that she consider the town of Chester joining CRAHD as a member town. The letter outlined the benefits and increase in services that town would experience in joining the district and the willingness of the board to consider bringing in the town under a reduced per capita to ease into the added cost, if any.

Monopoli reported that this year's annual flu vaccination program has been run smoothly. The only problem is that CIGNA granted a contractual agreement with a starting date of Oct 15th, 2016, after many vaccinations had already been administered, so reimbursement for those vaccinations prior to Oct 15th is not going to happen. There has also been one claim of an adverse reaction to the vaccination that has been reported to CRAHD's insurance carrier. Overall, however, the flu vaccination program this year has been a marked success.

G. Adjournment

Milardo moved to adjourn meeting, 2nd Dunne. CRAHD board of directors meeting adjourned at 12:15 P.M.

Approved 4-0

Respectfully Submitted, *Jim Monopoli*
Secretary and DOH