

Connecticut River Area Health District

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

Peter Neff, Chairman, Clinton

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

Rita Foster, Clinton

Jeffrey Goldblatt, M.D., Old Saybrook

Angus McDonald, Deep River

Lizz Milardo, Haddam

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Unapproved Minutes
Tuesday, January 30, 2018
Regular Meeting of the CRAHD Board of Directors
455 Boston Post Road, Suite 7
Old Saybrook, CT 06475
1:30 PM

A. Call to Order

Michael Dunne, Vice Chairman and Acting Chair of the CRAHD board, called the regular meeting of the CRAHD board of directors to order at 1:40 P.M.

B. Roll Call

Acting Chairman Dunne recognized the following board directors: Angus McDonald, Lizz Milardo, and new board director Rita Foster and Director of Health Jim Monopoli. Monopoli took a moment to welcome new board director Foster from Clinton, replacing Willie Fritz.

C. Approval of Minutes from the December 14, 2017 Special meeting

After review of the minutes, a motion to approve the minutes from the December 14, 2017 Special Meeting was made by McDonald, 2nd Milardo.

Approved 3-0, 1 abstention

D. Old Business

• Asthma Initiative: Putting on Airs Program

Monopoli gave an update on this effort to introduce the POA program to Middlesex County thru CRAHD. A meeting was held at Middlesex Hosp Home Care on Saybrook Rd, on Jan 11th, attended by health directors serving the county, Middlesex Hospital Chronic disease and home care program, CT DPH asthma program, and Betty Murphy, a POA coordinator in other CT asthma regions. A power point program oriented those present on: the POA program in general, how it would operate in Middlesex County, a perspective from other asthma regions running the POA program, and the hospital's experience with their similar program. The goal was to get DOHs comfortable in signing MOAs to allow the POA program to operate within their respective jurisdiction. Some DOHs said they may need some time to discuss with boards and town admins. Monopoli felt the overall reaction to the program was very positive. Next step is to continue with staff training, and collect MOAs for the DPH and anticipate a draft contract from DPH.

• FDA Food Code Adoption implications update

Monopoli reported that CRAHD Sanitarians are continuing with their on-line and classroom training to be certified to perform food inspections under the FDA code for

July 1, 2018. The district also sent out its 2nd newsletter to food service establishments highlighting some the changes to be expected with the new code. Lastly, Monopoli re-introduced the proposed fee schedule under the new food classification system which will be part of the overall budget proposal for FY 2018-19.

E. New Business

- **Preliminary draft FY 2018-19 operating budget, local per capita request**

Monopoli presented a preliminary draft budget for the 2018-19 fiscal year. Local health anticipates reductions in funding on state grants, OSWPCA fee for service activity, while anticipating increases in flu vaccination billing. Monopoli said he would be proposing a slight increase in some permit fees. The local per capita rate is being proposed at the same level as last year, with Haddam experiencing an increase because of the 3-year per capita phase in plan. Overall, the proposed budget is just over \$1000 less than the 2017-2018 budget. Monopoli is looking for a decision from the board on establishment of the local per capita rate to let the towns know what to budget for. After some discussion, a motion was made to set the local per capita rate unchanged at \$11.50 for the towns of Clinton, Old Saybrook, Deep River and the borough of Fenwick, and an increase to \$10.85 for the town of Haddam. Motion was made by McDonald, 2nd Dunne.

Approved 4-0

- **Preliminary draft fee schedule changes for 2018-2019**

Monopoli presented his proposal for slight fee increases in some program areas. This fee schedule is for review purposes and will be part of the overall budget process. Monopoli indicated that no action is required at this time.

- **Capital improvement plan budgeting**

Monopoli gave copies of the CRAHD 5-year capital improvement plan thru fiscal year 2021-22. For the 2018-19 fiscal year, \$19,000.00 was approved to spend in capital expenditures. Monopoli suggested that \$19K should be transferred from the CRAHD checking account to the savings account for better expenditure tracking and to ensure the funds are available to use. After some discussion, a motion was made to transfer \$19,000.00 from the CRAHD checking account to the CRAHD savings account for capital expenditures only, for fiscal year 2018-2019. The motion was made by Milardo, 2nd Foster.

Approved 4-0

F. Director's Report

Monopoli reported that the new and improved CRAHD website is up and live. The URL is www.crahd.net. Although the basic content is the same, it is better organized and aesthetically pleasing. Monopoli stated that the maintenance and updating is much easier with the new format.

CRAHD participated in the Statewide Flu Vaccination Day on Saturday January 27th by holding a clinic at the CRAHD office. Over 150 vaccinations were administered in 3 hours. Partial re-imburement from CT DPH is possible for unbillable claims and the uninsured.

Monopoli reported that he met with the town of Chester Board of Selectmen on December 27th and discussed what CRAHD could offer if the town joined the district.

Monopoli said there has been some further communication, and he has forwarded a proposal for a phased in per capita rate similar to what was offered Haddam when that town joined CRAHD. Monopoli expressed hope that the town of Chester would decide to join CRAHD as a member town. He feels that Chester could be added fairly seamlessly to the district's activities and programs.

Monopoli reported that he attended the Clinton annual meeting of boards and commissions last night, January 29th, on behalf of CRAHD. He briefly talked about the activities of CRAHD during the 2016-2017 fiscal year, and had also presented a written report to the First Selectman's office prior to the meeting.

Monopoli presented a letter from CT health Commissioner Pino outlining some of the accomplishments of the DPH over the last fiscal year.

G. Adjournment

McDonald moved to adjourn the meeting, 2nd Milardo. The CRAHD board of directors meeting adjourned at 2:12 P.M.

Approved 4-0

Respectfully Submitted, Jim Monopoli
Director of Health and Secretary to the board of directors