

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

Peter Lewis, Deep River

Lizz Milardo, Haddam

455 Boston Post Road, Suite 7
Old Saybrook, CT 06475
Phone: 860-661-3300 Fax: 860-661-3333

Minutes

Monday, November 28, 2016

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 11:12 AM.

B. Roll Call

Chairman Neff recognized the following board directors: Peter Lewis, Michael Dunne, Alternate Director Liz Glidden, and Director of Health Jim Monopoli.

C. Approval of Minutes from the September 26, 2016 Regular meeting

After some discussion, a motion to approve the minutes from the September 26, 2016 Regular Meeting was made by Lewis, 2nd Dunne.

Approved 4-0

D. Old Business

- **Executive Committee make-up**

Monopoli reported that he received feedback on the make-up of the executive committee. CT DPH Office of Local Health Administration wrote to him that the "other member" could be named by the board in any manner it chooses, but should be in harmony with the district's by-laws. It was determined that the wording in the by-laws does not disallow the board choosing an executive committee member by name. Chairman Neff asked if any board director might want to serve on the executive committee. Director Lewis said he would. Neff motioned to nominate Peter Lewis to serve on the CRAHD executive committee. Motion 2nd by Dunne.

Approved 4-0

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

Monopoli reported that he sent a letter to the two First Selectmen in Haddam and Deep River requesting that the town appoint an alternate director to the CRAHD board. Monopoli received an email from the Admin Asst in Haddam, indicating that the board of Selectmen appointed Liz Glidden as an alternate board director and JoAnn Ricciardelli as a 2nd alternate in the absence of

Director Milardo. Monopoli said he has not received a response yet from Deep River on an alternate board director.

E. New Business

- **Revisions to current FY 2016-2017 budget**

Monopoli presented a draft revised operating budget for fiscal year 2016-2017. The revision reflects changes to the amounts of the block and lead prevention grants, totaling an increase of revenue in the amount of \$323.00, and a corresponding change in expenditures in the same amount. After some clarification by Monopoli, motion to adopt the revised budget as presented by Dunne, 2nd Lewis.

Approved 4-0

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

Monopoli reported to the board that he attended a special meeting of the River COG on October 14th to discuss the DPH Commissioners proposal to consolidate local health into 8 large districts. COG members were generally opposed to the proposal because of: lack of consultation with them on the proposal, increased cost to municipalities, loss of local control of health director, and lack of evidence on service delivery improvement. Monopoli also included a letter opposed to the proposal from CCM, a letter from CADH, and a memo to local health directors from DPH Commissioner Pino addressing the status of the proposal. Monopoli said he would update the board on any new developments related to this proposal.

- **Request from town Tax Collectors**

Two town tax collectors: Barry Maynard from the town of Old Saybrook, and Melanie Yanus from the town of Clinton are requesting that the Director of Health at CRAHD aid in implementing CGS Section 12-146a, which allows the district to withhold or revoke a permit if local taxes are delinquent for at least a year. The tax collectors seek help from the district in attempting to collect delinquent taxes and use the district permit revocation as a last resort collection tool. Much discussion took place between the tax collectors and the board of directors. Monopoli stated this creates at least a few challenges: 1. Suspension and revocation are two different degrees of closure and suspension of a permit is less punitive. 2. All orders from the Director of Health indicating a license or permit suspension/revocation are appealable locally by ordinance and also at the state DPH hearing office by state regulation. Chairman Neff pointed out that actions based on this statute grant the authority but do not relax logistical requirements in holding back licenses, and could subject the district to added staff time, costs and liability. Monopoli assured the tax collectors that he would follow up with a list of concerns in assisting them under this statute. The tax collectors expressed gratitude for the opportunity to present this. The board requested of Monopoli to research if other health districts have assisted tax collectors under this statute. No action was taken by the board in this matter.

- **CRAHD board meeting schedule 2017**

Monopoli presented a draft schedule of meetings for the calendar year 2017. The schedule listed 6 regular meetings to be held in January, March, May, June, September and November. Chairman Neff also requested a special meeting of the executive committee to discuss the upcoming budget in mid-January 2017. Neff wants to establish a fund balance percentage of annual costs and annually

fund a capitol budget now that the fund balance is healthier. Motion to adopt the board meeting schedule for 2017 as presented was made by Lewis, 2nd Dunne.

Approved 4-0

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

Audrey Leone of Doherty, Beals, and Banks, P.C., presented the draft of its 2015-2016 audit report prepared for the district. Leone reported that total revenues exceeded expenses by \$7,598.00. The district's fund balance increased by \$37,436.00, but that amount does not account for capitol budgeting. The change in net assets was an additional \$14,394.00. Some expenditures in excess of budgeted appropriations included: office asst and OSWPCA Sanitarian, and unbudgeted but board approved tuition reimbursement for Scott Martinson. Leone requested that the board provide feedback or comments to Monopoli on the audit. Monopoli requested all comments by Monday, December 5th, and if there are none, the audit will be finalized and submitted to OPM shortly thereafter. Leone thanked Monopoli and Office Manager Chris Collier for their assistance in making the audit go smoothly.

F. Director's Report

Monopoli presented a letter to Dr. Ruth Levy, Supt of Schools for Region 4 school district, asking that Winthrop MS be allowed to be designated by MDA#39 as a 2nd open POD as part of the district's emergency planning. Dr. Levy brought this matter to her Board of Ed and it was approved. Monopoli reported that planning continues to make this part of the mass dispensing plans and work toward making this operational.

A water fair was held on Nov 2nd in Haddam offering free well water testing for arsenic and uranium. The fair was well attended and over 60 people participated. In addition, free radon kits were offered and over 50 were distributed. The fair was a joint effort by CRAHD and CT DPH private well water program.

Monopoli reported that recent tests of its water supply by VRHS indicated levels of dieldrin. The school administration moved quickly to have GAC filters installed. Installation is completed.

Monopoli reported on this season's flu vaccination program. The district nearly tripled the number of vaccinations this season. He also reported that CRAHD finally received approval from CIGNA as a flu vaccination provider, so the district could bill for its flu vaccinations.

Monopoli presented highlighted activity reports from staff PH nurse and health educator. These positions are now more dedicated positions in their respective specialty.

Monopoli reported that he had a meeting with Lauren Gister, 1st Selectwoman of Chester. Monopoli discussed services the district provides and the costs of those services.

G. Adjournment

Lewis moved to adjourn meeting, 2nd Dunne. CRAHD board of directors meeting adjourned at 12:49 P.M.

Approved 4-0

Respectfully Submitted, *Jim Monopoli*
Secretary and DOH