

CHATHAM HEALTH DISTRICT

Sewing the Towns of East Haddam, East Hampton, Haddam, Hebron, Marlborough & Portland

BOARD MEMBERS

Peter Hughes, *Chairman*
Mark Walter, *Vice Chairman*
Candace Casale, *Treasurer*
Susan Bransfield
Howard Dean
Kate Morris
Andrew Tierney

DISTRICT HEALTH DIRECTOR

Thad D. King, MPH RS

January 26, 2010

9:00 AM

Chatham Health District Conference Room (240 Middletown Avenue, East Hampton)

Present: Susan Bransfield Mark Walter Candace Casale
 Howard Dean Peter Hughes Susan Bransfield
 Mark Walter Kate Morris (arrived 9:23) Andrew Tierney (arrived 9:50)

Other: Thad King Jeffrey O'Keefe

1. Call to Order

Chairman Bransfield called the meeting to order at 9:10am.

2. Approval of Minutes

Motion was made by Mr. Dean, seconded by Ms. Morris, to approve the minutes of December 29, 2009 with a change of the date from August 25, 2009 to December 29, 2009. Motion was unanimous in favor.

3. Public Remarks

There were no public remarks.

4. Election of Officers

Ms. Bransfield stated that the nominating committee (Ms. Bransfield and Mr. King) met briefly to discuss nominations for Chairman. Ms. Bransfield moved that Mr. Hughes be nominated for Chairman, seconded by Mr. Dean. Motion was made by Ms. Bransfield, seconded by Mr. Dean to close the nominations. Vote was unanimous in favor of Mr. Hughes as Chairman of the Chatham Health District Board of Health.

Motion was made by Chairman Hughes, seconded by Ms. Bransfield, for Mr. Walter as Vice Chairman. Vote was unanimous in favor of Mr. Walter as Vice Chairman of the Chatham Health District Board of Health.

Motion was made by Mr. Dean, seconded by Mr. Walter, for Ms. Casale as Treasurer. Vote was unanimous in favor of Ms. Casale as Treasurer of the Chatham Health District Board of Health.

5. Communications

Mr. King reminded everyone that the signed Public Health Emergency Response Planning Agreements were due today. He has received only one as of this time.

Mr. King presented the Board with an updated revenue and expenses report.

Mr. King presented the Board with a report on last year health district per capita rates.

(Ms. Morris arrived at this time)

An order was sent out to 7A Barton Hill Road in East Hampton for housing code violations. Repairs have been completed.

An order was issued to the Blue Oar in Haddam. A hearing was held with the owner and Mr. King. Items were identified to be completed prior to reopening in the spring.

Mr. King presented the Board with the CT FY 2008 Annual Report.

6. Emergency Response Planning Update – H1N1 Flu Clinics

15 general clinics have been held, 3300-3400- residents have been vaccinated. All towns have conducted two clinics, a couple of town have conducted a third clinic. The District will be holding clinics at the senior centers and schools for staff. The District will also be contacting are group homes and other organizations to see if there is any interest in receiving the vaccine. The nasal vaccine is due to expire mid to late March. The injectable will not expire until next year. At this time it is uncertain what the state will do with leftover vaccine.

A meeting will be held next week with the town EMD's to discuss clinic operations and assessment of the clinics as required in the contract deliverables. There is a possibility of receiving additional funding from the State for the vaccine administration. Currently we have received \$15 per dose. It is suspected that that amount will be increased to Medicare rate of \$23.89.

We have ceased the use of the Alert Now for notification of the H1N1 clinics due to a handful of complaints.

7. Director of Health Report
-Food Service Inspection Report - December

Mr. King stated that 38 out of 43 inspections were completed, 88%. We have utilized a contract to assist with inspections in East Hampton and Portland.

8. Garrison Contract Update and Web-based records Management System

Mr. King stated that we are live with a production website. Additional ruggedized equipment is required for field work. Mr. King and Jeff Catlett demonstrated use of the production site.

(Mr. Tierney arrived at 9:50)

The Board expressed FOI concerns and food establishment contractor use.

Meeting was recessed for Public Hearings at 10:00. Meeting reconvened at 10:45.

9. Governor's Council Report and Local Public Health Standards

Mr. King stated that he had sent out to the Board, Moving Forward Public Health Equity in Connecticut. The report suggests that a regional approach is better, however does not direct anyone to do so. Currently to receive funding a district must have 3 towns or 50,000. In the future the funding may be based on standards and services provided.

10. New District Member Town(s) Discussion

Mr. King noted that he met with the new First Selectwoman from Killingworth about the District. They are currently a part-time health department with a contractual sanitarian. Mr. King stated that he has not had any follow up since the informational meeting.

Mr. King also met with Colchester First Selectman for an informational meeting about the District. Colchester currently has a staff of three employees. Mr. King did meet with Colchester's Director of Health and discussed how the District and the Town could work together. Colchester has the options of joining Chatham, Uncas or become their own district with the towns of Salem and Lebanon.

Ms. Bransfield commented that she feels that the inclusion of Colchester and increasing the District to a population of 75,000 is not in the best interest of Portland or the District. Mr. Tierney agreed.

Additional discussion was held regarding forming a study group to investigate the issue of additional towns.

11. Budget Discussion

Motion was made by Mr. Dean to adopt the budget for 2010-2011 as presented, motion was seconded by Mr. Walter. Vote was unanimous in favor.

Motion was made by Mr. Tierney, seconded by Mr. Walter to add agenda item 11a Fee Schedule.

11a. Adoption of Fee Schedule

Mr. Tierney commented that the increase bring the fees to the normal range throughout the state. Motion was made by Mr. Teirney, seconded by Mr. Dean, to adopt the fee schedule as presented. Vote was unanimous in favor. Mr. Hughes requested that the state averages be sent to the CEO's along with the approved budget and fees.

12. Old Business

There was no old business to discuss.

13. New Business Committee Assignments

Budget Committee-Mr. Hughes, Ms. Bransfield, Mr. Tierney
Personnel Committee-Ms. Casale, Mr. Walter, Mr. Hughes
Policy Committee-Mr. Dean, Ms. Bransfield, Mr. Hughes

Board Term letters are needed for Mr. Hughes and Ms. Bransfield.

14. Adjournment

Following no further business to discuss motion was made by Mr. Hughes, seconded by Mr. Tierney to adjourn the meeting. Vote was unanimous in favor. Meeting adjourned at 11:23.

Submitted by,

Thad King, Director of Health