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DIRECTOR of HEALTH
Russell Melmed, MPH

Colchester, East Haddam, East Hampton, Hebron, Marlborough, & Portland

Special Meeting of the Chatham Health District Board of Health

Time: October 12, 2021 02:00 PM Eastern Time (US and Canada)

Zoom Meeting ID 882 3063 9321

Present: Andrew Tierney Peter Hughes Susan Bransfield
 Rob Smith Kate Morris Dave Cox

Others: Russell Melmed

1. Call to Order

Chairman Tierney called this meeting to order at 2:03pm.

Motion was made by Ms. Bransfield, seconded by Mr. Cox, to move agenda item 8. MRC volunteer appreciation and item 9. Executive Session-Employee compensation, up on the agenda. Vote was unanimous in favor.

There were no additions to the agenda.

Motion was made by Ms. Bransfield, seconded by Mr. Cox, to move agenda item 8. MRC volunteer appreciation and item 9. Executive Session-Employee compensation, up on the agenda. Vote was unanimous in favor.

2. Public Remarks

There were no public comments.

3. Approval of Minutes from 8/31/21

Motion was made by Ms. Bransfield, seconded by Mr. Cox, to approve the minutes of 8/31/21 as written. Vote was unanimous in favor.

4. Communications-Request from Hearst Media/Shoreline Times/Middletown Press

Mr. Melmed read into the record an FOI request from Josh LaBella requesting all failed inspections and follow up inspections for the towns of Colchester and East Haddam. There were no failed inspection reports to release.

5. Staff Presentation-Cosmetology Regulatory Inspection Program, Emily Miller

Emily Miller, Sanitarian I, presented the Board with brief background, process of enactment, inspection form, and current status of the Cosmetology Regulatory Inspection Program.

8. New Business-MRC volunteer appreciation

Mr. Melmed stated at a prior meeting that he would like to do something to recognize all the work that the MRC volunteers have done during our COVID clinics. Mr. Melmed noted that to-date we have received approximately \$74,000 of unexpected from administration billing. Mr. Melmed requested allocating \$1000 to the Capital Region Medical Reserve Corp to hold a regional appreciation recognition event for the volunteers.

Motion was made by Mr. Hughes, seconded by Ms. Morris, to allocate \$1000 to the Capital Region Medical Reserve Corp to hold a regional appreciation recognition event. Vote was unanimous in favor.

9. Executive Session-Employee compensation

Motion was made by Mr. Cox, seconded by Mr. Smith, to enter into executive session. Vote was unanimous in favor. Enter into executive session at 2:37pm.

Meeting reconvened at 2:49pm.

6. Director's Report and discussion

a. COVID-19 Situational Awareness Update

Mr. Melmed noted that all towns have come out of the "Red Zone". Vaccinations are continuing slowly but steadily.

b. Environmental Health

Environmental Health staff continues to be very busy with land use. Mr. Melmed stated that he is considering ways to incentivizing regulated establishments to support COVID-19 vaccination.

c. Community Health

Mr. Melmed stated that flu clinics are now being conducted throughout the District.

d. Staffing

Mr. Melmed stated that we are currently at full staffing. Mr. Melmed noted that our two newest Sanitarians, Emily Miller and Zac Jezek, are doing very well and senior sanitarians have to a great job at training them.

Ms. Bransfield departed at 2:57pm.

Mr. Melmed noted that we are beginning to encounter office space issues. Currently some staff are alternating working from home.

Ms. Morris departed at 3:01pm. At this point there was no longer a quorum.

Mr. Melmed is looking at alternatives and has had discussions with Dr. Palmer regarding vacant space at our main office.

7. Old Business-Approval of minutes from 6/29/2021

Tabled to the next meeting.

10. Public Remarks

There were no public remarks.

11. Adjournment

Meeting adjourned at 3:06pm.