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DIRECTOR of HEALTH
Russell Melmed, MPH

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

Board of Health Agenda
May 26, 2020, 2:00 PM
Zoom Conference Meeting (Meeting Id 836 8715 5371)

Present: Andrew Tierney David Cox Kate Morris
 Robert Smith Rosemary Coyle Peter Hughes

Others: Russell Melmed Dr. Emmanuel Kenti-Bibi

1. Call to order

Chairman Tierney called the regularly scheduled Board of Health meeting to order at 2:03pm.

2. Additions to the agenda

There were no additions to the agenda.

3. Public Remarks

There were no comments from the public.

4. Approval of Minutes from 4/28/2020

Motion was made by Ms. Coyle, seconded by Mr. Smith, to table the approval of the minutes of the April 28, 2020 meeting. Vote was unanimous in favor.

5. Director's Report and discussion

a. COVID-19 Situational Awareness Update

Mr. Melmed updated the Board regarding situational awareness. Mr. Melmed stated that testing has increased in the month of May, however the number of positive testing has decreased.

Dr. Kenta-Bibi presented the Board with an overview of the status of hospitalizations, testing, and long term care facilities.

b. PPE Distribution

Mr. Melmed briefed the Board on the status of PPE distribution. Supplies from the State have been limited and some impractical; latex gloves, XXL Tyvek suits, etc. The demand from the medical facilities is for N95's, gowns, and face shields, which we are not receiving or are very limited.

c. COVID-19 Reopening Team

Mr. Melmed stated that the District has established a reopening team, consisting of Mr. Melmed, Ryan McCammon, Liz Davidson, and Vickie Han. This team is working to field questions and provide guidance (checklists) for the reopening of salons and outdoor dining of restaurants. Mr. Melmed stated that there have been challenges in regard to interpreting guidance being put out and in some instances individuals are being referred to the entities that established the guidance; DPH, Department of Economic and Community Development.

Mr. Melmed stated that he has been working with school regarding graduation ceremonies.

Brief discussion was held regarding the Districts role in enforcing compliance with the Governors orders.

d. COVID-19 Sector Rules Enforcement

Mr. Melmed noted that the State has established an online complaint system and we will be directing individuals to that system with complaints that do not fall under our jurisdiction.

e. YTD expenditure and revenue

Mr. Melmed gave a brief overview of the District's year to date, noting specifically over budget in overtime due to COVID response and anticipated grant revenue.

6. Reopening Discussion – Municipal Offices/Town Hall

Mr. Melmed stated that municipal offices were never ordered closed and therefore do not fall under the sector rules for reopening. Mr. Melmed recommended that town halls follow the "Safe Work Place for Essential Workers" and also certify with the Department of Economic and Community Development for opening. Brief discussion was held regarding the status of town halls opening to the public and public bathing areas.

7. Old Business – Director of Health annual performance review

Evaluations will be sent out to Board members to complete and the Personnel Committee will meet to review.

8. New Business – Sanitarian III Job Description Revision

The revision of the Sanitarian III job description will be reviewed by the Personnel Committee.

Ms. Bransfield departed 3:17pm.

Brief discussion was held regarding drafting an on-call policy. Mr. Melmed will draft a policy and present to the Personnel Committee.

9. Public Remarks

There were no public remarks.

10. Adjournment

Following no further business to discuss motion was made by Ms. Coyle, seconded by Ms. Morris, to adjourn the meeting. Vote was unanimous in favor. Meeting adjourned at 3:21pm.