



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

## Chatham Health District Board of Health June Regular Meeting

Time: July 25, 2023 02:00 PM

Zoom Meeting ID: 89894110557

Present: Andrew Tierney Stan Soby Rosemary Coyle  
Ryan Curley Dave Cox

Others: Russell Melmed

1. Call to order

Chairman Tierney called this regular meeting of the Board of Health to order at 2:01pm.

2. Public Remarks

There were no public remarks.

3. Communications: Resignation of Kate Morris from the Board of Health

Mr. Melmed noted that Ms. Morris requested that he construct on her behalf a letter of resignation from the Board of Health to the East Hampton Town Council Chairman Mark Philhower. Mr. Melmed noted that Ms. Morris was first appointed to the Board of Health in 2008. Mr. Tierney regretfully acknowledged Ms. Morris' resignation.

4. Adoption of minutes from May 30, 2023 Regular Meeting

**Motion was made by Mr. Cox, seconded by Ms. Coyle, to approve the minutes of May 30, 2023 as written. Vote was unanimous in favor.**

5. Adoption of minutes from June 27<sup>th</sup> Regular Meeting

**Motion was made by Mr. Curley, seconded by Ms. Coyle, to approve the minutes of June 27, 2023 as written. Vote was unanimous in favor.**

6. Director's Report and discussion

a. Administration

Mr. Melmed noted that the new District fee schedule became effective July 1. Mr. Melmed acknowledged the work that Kristi St. Jean (Health Program Assistant/Admin Assist) did in updating the fees schedule, forms, and website with the new fees.

Mr. Melmed also noted that as of July 1<sup>st</sup> District health insurance began with the State Partnership Plan. There was an initial issue with the pharmacy aspect of the plan in that our employees were not recognized in the system as being covered. The State Partnership Plan

office, as well as Anthem, did not know what the issue was other than any new members were having the same issue. Mr. Melmed contacted the Comptroller and the issue was rectified within hours.

Mr. Melmed stated that we are still waiting on the online payment component of our online application and payment platform. Mr. Melmed noted that we are withholding payment until such time the component is live.

b. Environmental Health

Mr. Melmed noted that we are currently in our busy season in regard to land use activities.

c. Community Health

Mr. Melmed stated that Chronic Disease Management programs have begun. Due to the delay in receiving an executed contract staff now has to conduct three, six week classes in a 15 week period.

Mr. Melmed stated that staff is preparing activities for National Opioid Awareness Day (August 31<sup>st</sup>).

d. Staffing, Budget and Grants

Mr. Melmed noted that last fiscal year budget is confusing right now due to grants, prior year, carryover, and when funds were received.

Mr. Melmed stated that current staffing is good. Mr. Melmed noted that as of July 1 a few promotions were made and he thanked the Board for supporting the budget to allow for such promotions.

Mr. Melmed stated that he will be away on vacation from August 1-15 and will be unreachable. Mr. Melmed stated that he will send out coverage contact information for while he is away.

Brief discussion was held regarding Opioid settlement funds.

7. Public Remarks

There were no public remarks.

8. Adjournment

**Following no further business to discuss motion was made by Mr. Cox, seconded by Ms. Coyle, to adjourn the meeting. Vote was unanimous in favor. Meeting adjourned at 2:20 pm.**