

Chatham Health District

Personnel Committee

December 28, 2015 Meeting Minutes

The meeting was called to order at 10:15 AM. In attendance were: Andy Tierney, Mike Maniscalco, Peter Hughes and Don Mitchell.

Don provided a recap of the vote in Haddam to leave the Chatham Health District. Peter noted that with the looming budget that the payout to the former Director of Health would be a problem. It will likely result in a \$12K to \$15K deficit.

All discussed satisfaction issues with the District and that a concerted effort would be needed to change that perception. It was also discussed that legal bills incurred by the District have not been paid yet.

2015-2016 Budget – No changes. The budget is still on track. A discussion ensued regarding a Special Meeting by the East Hampton Town Council Executive Board to consider leaving the Chatham Health District. They might not realize that they would lose emergency management grants, lead grant money, block grant funding and per capita funding. Don was asked to attend the meeting. Mike asked Don for a similar service breakdown as was provided to Haddam.

2016-2017 Budget – The numbers will change due to the elimination of the Assistant Director of Health position.

Director of Health Contract Document – It was stated that this document had to have stronger language relative to "Conflict of Interest".

Director of Health Job Description – The Committee asked Don to find the latest version of the description and redline it as necessary.

The Board noted that Don should be looking for training from the State where possible regarding his new position.

Exempt vs. Non-exempt employees was about to be discussed but Don asked it be placed on a future agenda to allow Steve Knauf to attend. Briefly it was noted that compensation should be pre-approved but the topic was dropped pending a subsequent meeting.

Don said he would like to bring a uniform holiday schedule to the Board for consideration. They asked him to draw one up and present it.

The meeting was adjourned at 11:03 AM.

Respectfully submitted.

Don Mitchell, MPH, RS

Acting Director of Health