

Eastern Highlands Health District
Board of Directors Regular Meeting
Thursday, August 18, 2011
1712 Main Street, Coventry, CT
Coventry Town Hall Annex

Members Present: M. Hart, D. Walsh, T. Tully, S. Werbner, P. Schur, J. Stille, J. Elsesser, R. Fletcher (4:45)

Staff Present: R. Miller, C. Trahan, M. Brosseau, K Dardick (4:48)

Members Absent: F. Daniels, J. Luiz, M. Kurland, C. Mailhos, E. Paterson, M. Zambo
Andover Representative (vacant), Scotland Representative (Vacant)

J. Elsesser called the meeting to order at 4:30 pm.

P. Schur made a MOTION, seconded by **D. Walsh** to approve the minutes of June 16, 2011 meeting as presented. The MOTION PASSED unanimously with J. Stille abstaining.

Public Comments - None

Old Business - None

New Business

1. State DPH FY 12 Per Capita Grant Application – ratification

MOTION made by D. Walsh, seconded by J. Stille to ratify the Eastern Highlands Health District's Fiscal Year 2012 State of Connecticut Department of Public Health Per Capita Funding Application as presented August 18, 2011. The MOTION PASSED unanimously.

There was discussion regarding the change in payout. R. Miller reported that for this fiscal year the payout will be 78% upon execution with 22% distributed later. In the past, payout has been 100% at execution.

2. Mansfield Employee Wellness Services Agreement - ratification

MOTION made by D. Walsh, seconded by J. Stille to ratify the Town of Mansfield/Eastern Highlands Health District Employee Wellness Service Agreement, as executed July 13, 2011. MOTION PASSED unanimously.

J. Stille questioned whether the Health District is making a profit. R. Miller reported that administrative costs are being recovered and there is not a profit being made. M. Hart reported that the program works well. Return on investment is seen in the employee participation and positive feedback from employees. On the financial side, Mansfield has been able to control the claims experience. M. Hart also encouraged other member towns to take advantage of this program.

Town Reports

Mansfield – M. Hart reported that Storrs Center project is progressing well; vertical construction of phase one has begun.

Bolton - J. Stille reported on the sewer project. The letters to connect for Phase one will be going out in the next two months. Phase two construction will continue into early winter with letters to connect being sent out next spring; Phase three is scheduled to begin after Labor Day. There is ongoing discussion regarding combining Phases four and five.

Coventry – J. Elsesser reported on a DEP funded sewer study. The first aspect of the study will focus on the sewer at Bolton town line and the potential flow; the second part of the study will look at extending sewers from the lake basin; the third aspect will be looking at the sewage treatment plant and the capacity of the system.

J. Elsesser reported that the Coventry Farmer's Market has won a barn.

J. Elsesser reported that the Safe Routes to School Grant Application has been submitted.

J. Elsesser also reported that the Public Works garage project and the ball field project are progressing well; there are three finalists for Public Works Director position; there is a new acting superintendent.

Tolland – S. Werbner reported that CNN Money Magazine rated Tolland as one of the top 100 places to live in the United States, and #1 in Connecticut.

Subcommittee Reports

3. Healthcare pooling opportunities update

R. Miller reported that the EastConn consortium continues to meet. At the 8/18/11 meeting smaller workgroups were established to iron out the details of bylaws. S. Werbner reported that a draft set of bylaws was developed. The next stage will be a request for each of the towns in EastConn to submit data that the actuaries will use to put together estimates for per person cost.

Directors Report

4. Community Transformation Grants

R. Miller stated that the announcement on the awards will be made in September. There will be seventy-five (75) awards given across the country. These are county based awards. EHHD participated in state application. Awards to be announced in mid-September.

5. Quarterly activity reports period ending 6/30/11

D. Walsh inquired about temporary food permits. R. Miller stated that things are going well and he will report additional details when speaking about Item 12.

6. Quarterly financial statements

Finance Committee accepted the quarterly financial statements. There was an operating surplus of funds at the end of the fiscal year. Fees for services revenues are down for two reasons: an extremely hard winter that resulted in no activity and the omission of an increase in fees when renewing Food Service Establishment licenses. EHHD is recouping that money in the current fiscal year. Transfers were made by the Finance Committee to cover shortfalls identified in payroll accounts for FY12.

7. NACCHO annual conference

R. Miller reported that the National Association of County and City Health Officials Conference was held in Hartford this year. This is the most relevant conference for Local Public Health Departments in the country. The most relevant information for EHHD is that the Public Health Administration Bureau (PHAB) presented information on accreditation for LPHD. Accreditation is costly. Accreditation will make EHHD more competitive for grants. J. Ellessor stated that an accreditation process is a worthwhile self-evaluation process.

8. Leadership Breakfast and Action Institute

The Action Institute is training for ACHIEVE to effect policy and environmental change in communities to promote wellness. This will be held on 8/31.

The Leadership breakfast, targeted toward community leaders, will be held on 9/1. On 8/30 Mark Fenton will be doing a windshield tour of Mansfield, Tolland & Coventry. And on 9/1 he will be presenting on his tour.

9. Emergency Response Trailer

This trailer was purchased with extra funds from H1N1 funding. Purpose of the trailer is to transport emergency response supplies as needed.

Communications

10. CIRMA re: Members Equity Distribution

11. DPH Press Release re: Refocuses Resources

R. Miller reported that DPH is cutting services. One service affected is water supply applications; these will now take longer to review. Additionally, a key layoff was made that will impact the agency. Bureau Chief for Local Health Administration has been laid off. She was the main point of contact for the Director of Health to DPH.

12. General Assembly re: An Act concerning Farmer's Markets

R. Miller reported that this act creates portability to farmers. A license for a farmer's market will be good for the calendar year at any farmer's market throughout the state of Connecticut. Local health departments will still be responsible for enforcement within their jurisdiction.

This applies ONLY to farmers.

Licenses will now expire on December 31st each year. This will create an additional work load on the agency. It will be necessary to review the licensing process and make adjustments.

Adjournment

Meeting adjourned at 5:55pm due to loss of quorum.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Robert Miller', written in a cursive style.

Robert Miller
Secretary