



**77 Main Street North Suite 205
Southbury, CT 06488
BOARD OF DIRECTORS MEETING
5:30PM
06/01/22
MEETING MINUTES**

Voting Members in Attendance

Anne Neumann (Woodbury, Board Chair)
Richard Hunter (Southbury)
Larry Ellis (Oxford)
Fred D'Amico (Oxford)
Michael Crespan (New Milford) (via google meet)
Dr. Paul Nee (Southbury) (via google meet)
Dr. Jermev Levin (New Milford) (via google meet)
Chris Cosgrove (New Milford)
Dean Sarjeant (Washington)(via google meet)

Non Voting Members in Attendance

Lisa Michelle Morrissey (Secretary)

Staff in Attendance

Joe Kmetz
Megan McClintock
Marvalee Washington-Allen

Guests

First Selectman Barbara Perkinson (Woodbury)
David Bunin (Interlock Financial)
Dan Hally (Interlock Financial)

Voting Members Not Present

1. Welcome-5:32pm

Meeting Call to order by A. Neumann

2. Retirement Account Proposal-5:34pm

- a. Presentation by Interlock Financial David Bunin and Dan Hally -**5:34pm**

Motion to hire Interlock financial to manage retirement account- 6:02pm

Motion: L. Ellis

Second: C.Cosgrove

All in Favor

Motion Carries

Motion to select Voya as new retirement company for the district.

Motion:C.Cosgrove

Second:J.Levin

All not in favor

D. Sarjeant abstained from this motion because he joined the meeting after the presentation was given by Interlock Financial . 6:03pm

Motion for director L. Morrissey to sign documents for new retirement account on the District's behalf.-6:04pm

Motion:C. Cosgrove

Second: J. Levin

All in Favor

Motion Carries

3. Approval of the Minutes-6:04pm

Approval of April 6,2022 Board of Directors Meeting

Motion:R.Hunter

Second: C. Cosgrove

All in Favor

Motion Carries

4. Division Updates (Monthly Report)-6:04pm

- a. PHEP/MRC (M. McClintock highlighted the division activities happening such as volunteers assisting with blood pressure clinics and a current virtual blood drive).
- b. Environmental Health (J.Kmetz discussed the increase in the Environmental Health team's workload with the season nearing summer but still remains steady and manageable).
- c. Community Health (L. Morrissey spoke on H. Bettcher behalf. There is an increase in the scheduling of clinics both for testing and vaccines because of the increase in positive Covid cases. Mindfulness Meditation and Coping with Covid classes has received positive feedback from the community especially with the increase in positive cases).

L.Morrissey has noted J. Levin requests to include tick, mosquito, and algae borne illnesses to the District's monthly reports.

J. Kmetz left the meeting -6:11pm

M. McClintock left the meeting -6:17pm

5. Executive Session-6:18pm

No executive session was held at this meeting due district's attorney A. Minchella was unable to attend the meeting.

6. Chairman's Report-6:18pm

A.Neumann discussed the fee schedule for the district, being that of the Town of New Milford and The Town of Washington fees for services were different than that of Oxford, Southbury and Woodbury. A. Neumann requests for the board to re-evaluate the fee schedule to accommodate all residents in all five towns.

J. Levin left the meeting -6:32pm

First Selectman B. Perkinson requests a discussion and clarification of the fee schedule and how the district's budget is developed with CEO's, director and selected board members.

6:34pm

R. Hunter left the meeting -6:37pm

A.Neumann discussed board of directors onboarding packet-**6:38pm**

Motion To approve board of directors onboarding packet-6:42pm

Motion: F. D'Amico

Second: C. Cosgrove

All in Favor

Motion Carries

7. Director's Report-6:43pm

L. Morrissey discussed per capita funding letters from the state. Communications have been received on our ELC 2 budget funding and payments will be made as early as August. We will be partnering with the Sharon Health department to assist with their COVID-19 procedures. We have been approved for the NACCHO grant for MRC training and payments should be received by the end of August. Community Health Nursing Supervisor H. Bettcher has received a grant to present in Atlanta to highlight the work that is currently being done with MRC and Community Health teams in the District. L. Morrissey noted that during her medical leave coming up in July, J. Kmetz will be interim director. The District has signed MOU's with several other health departments including Newtown and Ridgefield to provide coverage while she is away.

Motion to have J.Kmetz carry over 70 hours of his vacation time that he will use in July and August due to the re-licensure classes that he will have to take in June- 6:48pm

Motion: L.Ellis

Second: F. D'Amico

All in Favor

Motion Carries

8. Health Insurance Deductible and Copay-6:59pm

Motion to vote that there will be no change to health insurance copay and deductible for the upcoming fiscal year.

Motion: F.D'Amico

Second: L.Ellis

All in Favor

Motion Carries

B. Perkinson left meeting- 6:59pm

9. Bank of America Account Transfer Update-7:00pm

Motion to have Bank of America as the districts primary bank account and to have L. Morrissey move all remaining funds of 101k from Wells Fargo to Bank of America- 7:01pm

Motion: L. Ellis

Second: C.Cosgrove

All in Favor

Motion Carries

L. Morrissey discussed Resolution to Authorize at least 4 signatories for the bank account and credit cards for district through Bank of America.- **7:03pm.**

L.Ellis and M. Crespan volunteered to be a signatory -**7:10pm**

10. Newport Group Fee Assessment-7:10pm

A.Neumann discussed the 457 and money purchase plan through Newport Trust and whether the District should continue paying the fee assessments or to have current participants cover those costs.

Motion to vote for current and former historical employees to pay their own assessment fees which will be deducted from their individual accounts with Newport Trust.-7:20pm

Motion: L.Ellis

Second: F.D'Amico

All in Favor

Motion Carries

Motion for L. Morrissey to sign off and notify Newport Trust of the changes with fee assessment - 7:20pm

Motion: L.Ellis

Second: F.D'Amico

All in Favor

Motion Carries

A. Neumann would like to get legal advice from the District's attorney before a resolution is made for Lisa to sign off on documents that come in from the IRS regarding retirement accounts for the District. -7:21pm

C. Cosgrove left meeting -7:22pm

11. By Laws Review-7:22pm

A. Neumann makes a request for members to review by-laws and present them to CEO's and it will be voted on at the next meeting.

12. Old Business

No old business

13. New Business- 7:22pm

A. Neumann made a request to select a vice chair to the meeting agenda.

Motion to nominate L.Ellis to be Vice Chair of the Board.

Motion: A. Neumann

Second: F.D'Amico

All in Favor

Motion Carries

14. Adjournment-7:24pm

Motion For the meeting to be adjourned

Motion: A. Neumann

Second: L. Ellis

All in Favor

Motion Carries