

**Pomperaug District Department of Health
Board of Directors
Meeting Minutes**

9/15/2021

I. Call to order

Board Chair, A. Neumann (Woodbury) called to order the regular meeting of the Pomperaug District Board of Health at 5:33pm on 9/15/2021 at District HQ.

II. Roll call

Board Chair, A. Neumann, conducted a roll call. The following persons were present: Fred D'Amico (Oxford) Larry Ellis (Oxford) Rich Hunter (Southbury)

III. Approval of minutes from last meeting

Board Chair, A. Neumann, read the minutes from the last meeting. The minutes were approved as read.

IV. Open issues

- a) Report from Consultants (Financial, HR policy update)
 - (i) High level overview provided. Discussion on estimated time of completion - November 2021. Motion: Approve the employee handbook, job descriptions and changes to benefits. Motion made by L. Ellis, 2nd: R. Hunter. Motion carries
 - (ii) Motion made: Post job full time openings for PHEP/MRC, Nursing Supervisor and Public Health Assistant; post position for part time Epidemiologist. Motion made by L. Ellis, 2nd : R. Hunter. Motion Carries
- b) Discussion: Cultural Change, New logos, Modernization
 - (i) Discussion surrounding the need for a mission statement, vision to change the culture of the department.
 - (ii) Discussion on possible logo changes.
- c) Purchased Services:

- (i) Motion: Replace the vaccine freezer, cost expected to be under \$5600. Motion made by L. Ellis, 2nd F. D'Amico. Motion Carries
- (ii) Motion: Cost share with Town of New Milford for 1 year for CureMD, and electronic health record system. Expected cost \$4,700. Motion made by L. Ellis, 2nd F. D'Amico. Motion Carries

d) COVID-19 update

- (i) Overview on vaccinations, testing, case positivity. Acting director Morrissey stated that the weekly report is sent to the CEO's and board chair weekly.

V. New business

- a) Heidi Bettcher, RN was recognized for her heroic actions at the scene of a car accident earlier that day.

VI. Adjournment

Board Chair, A. Neumann (Woodbury) adjourned the meeting at 07:45pm.

Minutes submitted by: L. Morrissey

Minutes approved by: