



77 Main Street North, Suite 205
Southbury, CT 06488
BOARD OF DIRECTORS MEETING
Wednesday 10/04/2023, 5:30 PM

Voting Members in Attendance

Fred D'Amico (Oxford) Board Chair
Larry Ellis (Oxford) Vice Chair
Michael Crespan (New Milford)
John Michaels (Southbury)
Deb Fuller (Woodbury)
Chris Cosgrove (New Milford) (via Google Meet)
Dr. Jeremy Levin MD (New Milford) (Via Google Meet)

Non Voting Members in Attendance

Amy Bethge, MPH (Director of Health)

Staff in Attendance

Jen Luis (Operations Manager, Recording)
Joe Kmetz (Chief Sanitarian)

Voting Members Not in Attendance

Jack Kelly (Southbury)
Casey Flanagan(Sharon)

MEETING MINUTES

Meeting called to order- Board Chair Fred D'Amico 5:32 pm

Deb Fuller made a motion to move number seven on the agenda, the executive session, to number one on the agenda to discuss.

Second: John Michaels

All in favor

Motion Carries

Executive Session

Discussion on personnel
Executive Session started 5:32pm
Executive Session ended 6:01pm

Approval of Minutes

*Motion to approve 9/5/2023 BOD meeting minutes
Fred D'Amico made a motion to approve the minutes
Second: Deb Fuller
All in favor
Motion Carries*

Chairman's Report

*Deb Fuller made a motion that based upon review of salary data from the State of CT and the Director of Health's performance, the board recommends a salary increase within the midrange among Directors who work within districts with a population comparable to HVHD's, retroactive to Ms. Bethge's six month anniversary.
Second: Chris Cosgrove
All in favor
Motion Carries*

Directors Report

In September, HVHD updated guidance documents for respiratory illness prevention in schools, as well as community settings. This guidance can be found on our website. The website additionally contains links to weekly updates from the CDC, respiratory illness surveillance, national emergency department visit data for COVID-19, influenza, and respiratory syncytial virus (RSV), and more.

HVHD recently updated their phone systems so that phones are now answered by a live staff member during regular office hours as opposed to a menu of triage options. A 24-hour emergency line was also added for after hours and weekends.

Connecticut residents can now enroll in a newly launched program enabling them to receive a discount card that can be presented at pharmacies to receive savings on certain medications. The discount card is provided through ArrayRx, a multistate consortium with a goal of providing accessible pharmacy solutions for state partners. The multistate consortium uses the leverage of bulk purchasing to offer up to 80% savings on generic prescription drugs and 20% savings on name-brand prescription drugs. To receive a discount card, Connecticut residents must apply online at <https://arrayrxcard.com/>. A valid physical Connecticut address and e-mail address are required to enroll. The card is provided to consumers digitally via e-mail and can be downloaded to smartphone wallets. There is no cost to receive a discount card, and there are no age or income restrictions.

The Connecticut Opioid Settlement Advisory Committee (OSAC) was established by Public Act 22-48 to ensure that proceeds received by the state from the specified legal settlements are allocated and spent on opioid use disorder abatement. Governmental and nonprofit nongovernmental entities shall be eligible to receive monies from the fund for programs, services, supports and resources for prevention, treatment, recovery, and harm reduction in compliance with the terms of the settlement agreements. As part of the committee's efforts to ensure robust public involvement, the OSAC is opening a portal to receive input from diverse stakeholders regarding recommendations for funding of initiatives to combat the opioid crisis that are evidence-based or a promising practice. This portal will be active for a 30-day period from October 17, 2023, through November 17, 2023.

Community Health Update

The Community Health team is preparing for the upcoming flu season with 44 flu clinics scheduled at sites throughout the district.

Environmental Health Update

As temporary events start to wind down for the season, the Environmental Health team is in the process of revamping internal workflows to ensure efficiency and optimized service for community

partners. This process includes engaging our town hall colleagues to integrate HVHD's information and application into their current workflows. This has been piloted in several communities to date and has proven to be effective. Food inspection reports have been shared with CEOs. Files will continue to be shared/updated on a monthly basis. Moving forward, restaurant inspection data will be integrated into the Environmental Data Dashboard.

Chris Cosgrove left the meeting at 6:15pm

Old Business

None

New Business

The HVAC system for the district has been leaking into the office. One contractor has inspected the unit and has stated the bottom of the unit is rotting and the whole unit needs to be replaced. The district is getting two more quotes for the board to review.

The 2024 Holiday schedule for the district was presented to the board for approval. Ms. Fuller requested a change regarding a name change regarding the proposed in-service day for staff Mr. Michaels agreed. The schedule will reflect the change as proposed.

Fred D'Amico made a motion to add the voting of the holiday schedule to the agenda.

Second: Deb Fuller

All in favor

Motion Carries

Deb Fuller made a motion to approve the 2024 Holiday schedule with the name change to in-service day for staff.

Second: John Michaels

All in favor

Motion Carries

Finance Sub-committee report

Mr. Michaels said that the committee met with the auditor and the quickbooks specialist and is moving steadily to resolve the quickbooks implementation required. The committee addressed the framework for the budget and reserves. The Auditor stated the audit is on track.

Meeting Adjournment - 6:42pm

Motion to adjourn: Fred D'Amico

Second: Larry Ellis

All in Favor

Motion Carries

Minutes recorded by:


Jennifer Luis