



77 Main Street North, Suite 205  
Southbury, CT 06488  
**BOARD OF DIRECTORS REGULAR MEETING**  
Wednesday 02/07/24, 5:30 PM

**Voting Members in Attendance**

Dr. Jermev Levin (New Milford) (Google Meet)  
Michael Crespan (New Milford) (Google Meet)  
John Michaels (Southbury)  
Jack Kelly (Southbury) (Google Meet)  
Dean Sarjeant (Washington) (Google Meet)  
Deb Fuller (Woodbury)

**Non-Voting Members in Attendance**

Amy Bethge, MPH (Director of Health) (Recording)

**Voting Members Not Present**

Fred D'Amico (Oxford, Board Chair)  
Larry Ellis (Oxford, Vice Board Chair)  
Chris Cosgrove (New Milford)  
Casey Flanagan (Sharon)

**MEETING MINUTES**

Meeting called to order- Deb Fuller – 5:36 pm

Amy Bethge recommended moving up the Executive Session to item #1 on the agenda.

*John Michaels made a motion to move the Executive Session to item #1 on the agenda.*

*Second: Ms. Fuller*

*All in favor*

*Motion Carries*

*Mr. Michaels made a motion to enter into Executive Session, and to invite Tony Minchella into the Session along with the Board.*

*Second: Ms. Fuller*

*All in favor*

*Motion Carries*

**Executive Session**

Executive Session started 5:38

Executive Session ended 6:11

### **Finance Subcommittee Report**

Mr. Michaels reported that the Finance Subcommittee had not met since the previous Regular Board Meeting. Ms. Bethge shared that HVHD hired a contracted bookkeeper who started in January. The goal date to roll out monthly financial reporting is March 15<sup>th</sup>.

### **Approval of Minutes**

*Motion to approve 1/3/24 BOD meeting minutes*  
*Ms. Fuller made a motion to approve the minutes*  
*Second: Mr. Michaels*  
*All in favor*  
*Motion Carries*

### **Chairman's Report**

None

### **Director's Report**

HVHD's new Public Health Administrator joined the team on Monday, February 5<sup>th</sup>. HVHD now has three full-time sanitarian staff members and one full-time health inspector.

An updated version of the [Environmental Health Dashboard](#) through January 2024 is available on HVHD's website. Average turnaround time for Building Applications, Change of Use/Conversion, SSDS Plan Reviews, and Well Applications continue to be below the 10-day average goal.

Our Community Health team is currently expanding their programmatic offerings through the addition of new sites for Blood Pressure Clinics, enhanced educational programming, CPR training, and QPR suicide prevention. As of March, in addition to in-person sessions, several of these programs will be offered in a virtual format via Zoom. An updated version of the [Community Health Dashboard](#) can also be found on the HVHD website.

Ms. Bethge recommended the addition of a Community Health Subcommittee and requested that Board members provide recommendations to HVHD of community health champions in their towns that HVHD can engage in the development of a comprehensive community health needs assessment.

Mr. Crespan cited the availability of publicly available data through CT DPH that can help support HVHD in this process. He asserted that public health is a prevention science, and that because it is difficult to numerically figure out what has not happened, it is necessary to review data on what has happened and compare it over time.

### **Old Business**

None

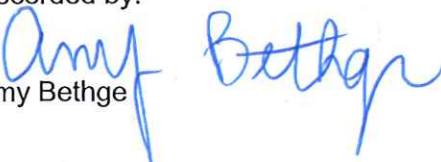
### **New Business**

None

### **Meeting Adjournment – 6:52pm**

*Motion to adjourn: Ms. Fuller*  
*Second: Mr. Michaels*  
*All in Favor*  
*Motion Carries*

Recorded by:

  
Amy Bethge