



North Central District Health Department

- Enfield—31 North Main Street, Enfield, CT 06082 * (860) 745-0383 Fax (860) 745-3188
- Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 * (860) 872-1501 Fax (860) 872-1531
- Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 * (860) 465-3033 Fax (860) 465-3034
- Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 * (860) 684-5609 Fax (860) 684-1768

Patrice A. Sulik, MPH, R.S.
Director of Health

AGENDA
NORTH CENTRAL DISTRICT HEALTH DEPARTMENT (NCDHD)
Regular Monthly Meeting
Vernon Office Conference Room
375 Hartford Turnpike
Vernon, Connecticut 06066
Wednesday, April 11, 2018
7:00 PM

RECEIVED
VERNON TOWN CLERK
18 APR - 5 PM 6:52

- A. **Call to Order/Determination of Quorum**
- B. **Executive Session** None
- C. **Public Hearing** None
- D. **Chairman's Report**
- E. **Director of Health** – Attachment 1

Monthly Report Review and Update of Pending Business Items – Provided in written form by the Director to the NCDHD Board.

- Training/Cross-Training of Staff
- Written Procedures for the District
- IT Update
- Reaching out to Partners
- Monthly Environmental, Preparedness, Health Educator Reports Attachment 2
- Organizational Chart
- Updating of Job Descriptions
- Building Upgrade
- Pension Vesting Period
- Credit Card Payments
- Proposed Consolidation of Local Health Departments
- Food service inspection capacity
- Capacity Modeling
- Status of as-builts on website

- F. **Action on Consent Agenda** – Items requiring routine approval

G. **Committee Updates and Discussion** – (reports provided in written form for discussion - any action would follow in New Business)

Personnel/Finance Committees Meeting Minutes of April 2, 2018 – Attachment 3

1. Finance – Maria Whelden, Chair
2. Short and Long-Term Planning – Ben Rodriguez, Chair
3. Capital Improvements – Mary Ann Turner, Chair
4. Personnel – Linda DeGray, Chair

H. **New Business**

1. Pension Consultant representatives will be present to provide an update on the pension system.
2. To allocate up to \$24,000 of Capital Expense funds from current budget to purchase a new fleet vehicle.

Proposed Motion- The NCDHD Board does hereby approve expending up to \$24,000 from the current budget Capital Expense line for a new fleet vehicle.

3. The NCDHD Board does hereby approve clearly allocating \$3,203.27, as MRC funding in the current budget year and tracking the expenditures as such.

Proposed Motion-The NCDHD Board does hereby approve identifying the \$3,203.27 as MRC funds in the current budget year and tracking the expenditures as such.

I. **Identification/Adoption of Additional Agenda Items**

J. **Informational Items**

K. **Adoption of Minutes**

The NCDHD Board of Directors waives the reading of the Minutes of the Regular Meeting of the Board of March 14, 2018 and that Minutes of said meeting be approved. Attachment 4

L. **Informational Items, Petitions, Communications, Correspondence, Reports, etc. Not Requiring Action**

M. **Adjournment**

Next Board Meeting: Wednesday, May 9, 2018, Windham, Connecticut (Location to be determined)