



# 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) 465-3032
- 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 MEETING**  
**Ellington Town Hall**  
**Third Floor Conference Room**  
**55 Main Street**  
**Ellington, Connecticut 06029**  
**Wednesday, June 13, 2018**  
**7:00 PM**

**RECEIVED**  
**VERNON TOWN CLERK**  
**18 JUN - 7 PM 1:04**

- 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. Discussion and clarification – no action required at this time.

- 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

1. **Motion:** The NCDHD Board of Directors approves the Proposed Budget Transfer Request No. 6 as presented – Attachment 3

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

1. Finance – Maria Whelden, Chair
2. Short and Long-Term Planning – Ben Rodriguez, Chair - reserve time to discuss local public health items
3. Capital Improvements – Mary Ann Turner, Chair
4. Personnel – Linda DeGray, Chair

H. **New Business**

1. Project Manager Visit - To provide general comments to Board for educational purposes.
2. Dental Insurance Renewal – Attachment 4

**Proposed Motion:** The NCDHD Board of Directors approves the renewal of the Anthem dental insurance plan proposed, effective July, 2018.

3. CD Renewal

**Proposed Motion:** The NCDHD Board of Directors approves the renewal of the current CD with Webster Bank for 2.47% for two years.

4. Potential to Open an Additional CD

**Proposed Motion:** The NCDHD Board of Directors approves putting \$100,000 into an additional CD with Webster Bank for two years at 2.47%

5. Proposal to Purchase Additional Vehicle

**Proposed Motion:** The NCDHD Board of Directors does hereby approve expending up to \$19,000 to purchase a new fleet vehicle which includes the trade in of the 2007 Ford Ranger.

6. Review of bids to replace upstairs AC

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

J. **Informational Items**

K. **Adoption of Minutes** – Attachment 5

The NCDHD Board of Directors waives the reading of the Minutes of the Special Meeting of the Board of May 17, 2018 and that Minutes of said meeting be approved.

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

M. **Adjournment**

**Next Board Meeting:** Wednesday, August 8, 2018, Veteran's Meeting Room, First Floor, Stafford Town Hall, One Main Street, Stafford Springs, Connecticut 06076