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# 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


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NORTH CENTRAL DISTRICT HEALTH DEPARTMENT
BOARD OF DIRECTORS
**MINUTES OF REGULAR MONTHLY MEETING**
Vernon Town Hall
14 Park Place
1st Floor, Probate Courtroom
Vernon, CT 06066
**Wednesday, June 12, 2019**
**7:00 PM**

**Members Present:** Diane Wheelock - Chair, Linda DeGray, Maria Whelden, Fred Journalist, Dianne Trueb, Mary Ann Turner, Ben Rodriguez, William Meier, Trish Vayda

**Members Absent:** Michele Kervick, Maurice LaRosa, Ken Nelson Jr, Dawn Maselek, Richard Zulick, Victor Mathieu, Catherine Rebai, Matthew Maynard, Len Norton, Shannon Grant

**Also Present:** Patrice Sulik, Director of Health

**Call to Order/Determination of Quorum**

Chairman Diane Wheelock convened the meeting at 7:00 PM after determining there was a quorum present.

**Board Chair Report**

Diane Wheelock summarized the tour of the Vernon offices that had been upgraded.

**Director of Health Update**

The staff presentation was moved to the August Regular Meeting of the Board to allow for ample time to discuss the proposed remodeling project.

**Action on Consent Agenda Items**

A motion was made by Maria Whelden, seconded by Bill Meier, to approve the Proposed Budget Transfer Request Number 1 as presented. The motion carried unanimously.

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**New Business**

1. Grant-Funded Part-Time Health Educator Trainee

   A motion was made by Bill Meier, seconded by Ben Rodriguez to approve the Grant-Funded Part-Time Health Educator Trainee position for 19 hours per week. The Board requested that the Director confirm the number of hours worked per week that trigger the provision of health insurance and a request to increase the hours to 25 per week may be considered at the next Regular Meeting of the Board in August. The motion carried unanimously.

2. Dental Insurance Renewal

   A motion was made by Mary Ann Turner, seconded by Linda DeGray, to increase the employees' cost-share for the dental insurance premium from 11% to 15%. The motion failed with Wheelock, Meier, Vayda, Trueb, Whelden and Rodriguez opposing.

   **Note:** The current cost-share is 12%, not 11%.

   A motion was made to select the "Anthem Essential Choice Classic" dental plan which includes a 24-month rate guarantee, effective July 1, 2019. After discussion, Mary Ann Turner called to move the vote-the Board unanimously voted to move the vote.

   The motion carried with DeGray and Turner opposing.

**Committee Updates and Discussions**

1. Finance – Maria Whelden, Chair – not at this time

2. Short and Long Term Planning – Ben Rodriguez, Chair – not at this time

3. Capital Improvements – Mary Ann Turner, Chair –

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Mary Ann summarized the range of potential options for the Enfield Building that was initially provided at the May Regular Meeting of the Board was raised for discussion to enable the Proposed Renovation of the Enfield Office to move forward. The importance of having a better sense of the agreed-upon budget for the project was discussed.

Much discussion ensued regarding the level of remodeling, the variety of options for the building and the likelihood of the Health District maintaining ownership/occupancy of the building.

The Thompsonville Economic Development Strategy was reviewed, and concerns raised regarding any potential encroachment on to the District-owned property. Linda DeGray explained that some of the redevelopment sites may have increased zoning opportunities for properties that are available for sale to developers. Patrice was directed to reach out to the Town of Enfield to connect with the contractor that completed the report to get additional information regarding planning around the Health District's property.

Mary Ann Turner and Linda DeGray left the meeting at 8:22 PM which did not affect the quorum.

The Board agreed that the interviews with RFQ respondents should be scheduled in July and a candidate selected to get professional guidance with establishing a solid budget for remodeling the downstairs of the building and upgrading the mechanicals. In addition, the following activities will be initiated:

•A security assessment of the building will be conducted-Trish Vayda will reach out to someone that has been trained to conduct the assessment.

•Patrice will get pricing on carpeting and used office furniture for the upstairs.

•Diane Wheelock will draft a letter to the Member Towns' leadership regarding the project.

4. Personnel – Linda DeGray, Chair – not at this time

**Adoption of Minutes**

A **motion** was made by Ben Rodriguez, seconded by Fred Journalist to waive the reading

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**Director of Health**




of the Minutes of the Regular Meeting of the Board of May 8, 2019, and that Minutes of said meeting be approved. The motion carried with Trish Vayda abstaining.

**Adjournment**

There being no further business to discuss, a **motion** was made by Bill Meier and seconded by Fred Journalist to adjourn. The motion carried unanimously, and the meeting adjourned at 8:46 PM.

Respectfully submitted,

Patrice A. Sulik
Director of Health

**Next Board Meeting**: Wednesday, August 14, 2019, East Windsor Town Hall Conference Room, 11 Rye Street, Broad Brook, CT 06016