

MINUTES OF THE BOARD OF HEALTH MEETING FOR THE NEWTOWN DISTRICT DEPARTMENT OF HEALTH, THURSDAY, MARCH 6, 2014, NEWTOWN MUNICIPAL CENTER, LAND USE CONFERENCE ROOM, 3 PRIMROSE STREET, NEWTOWN, CT 06470

PRESENT: Donna M. Culbert - Director of Health, Dr. Robert Grossman, Chairman; Board Members: Joan Crick, Ann Marie Lindblom, Bernie Meehan, Herb Rosenthal, Audrey Grasso

I. PUBLIC PARTICIPATION: None

II. Acceptance of Minutes of Previous Meetings – August 27, 2012; July 10, 2013

Bernie Meehan made a motion to accept the minutes from the BOH meeting on August 27, 2012 and the meeting minutes from the Board meeting held on July 10, 2013, which did not have a quorum. Seconded by Joan Crick. Motion approved.

III. Reports of Officers and Director of Health

1. Update on District Activities

Tick Borne Disease Prevention Campaign

At the request of the Newtown Board of Selectmen, the amount of \$15,000 has been dedicated to the Tick Borne Disease Prevention Campaign. Ms. Culbert explained that an RFP was advertised and the Tick Borne Disease Committee received one reply. Ms. Culbert stated that it is from an organization in Massachusetts that has experience in this area. The TBD Committee is currently reviewing the proposal. Ms. Culbert stated that the focus of this campaign is to use better messaging and education to see if it makes a difference in tick borne disease incidence.

Mr. Rosenthal asked if the TBD Committee is involved with the deer management committee and its studies. Ms. Culbert replied that she thinks the Town of Newtown has a representative on that Board and that it may be Dave Shugarts. Ms. Culbert added that the Town is not actively pursuing deer management, but waiting on the results of a DEEP deer survey and the Town of Redding's results in this endeavor.

Board of Directors - Recovery Resiliency

Ms. Culbert informed the BOH members that the Newtown Board of Selectmen is putting together a Board of Directors for the Recovery Resiliency activities in the community. Ms. Culbert stated that this committee would work on accessing services for residents to meet their needs in the area of case management and social services. Ms. Culbert added that there is an initial meeting scheduled for March 11, 2014 in the evening and that she, as well as representatives from the First Selectmen's office, a civic organization, interfaith clergy association, Superintendent of Schools, Newtown/Sandy Hook charities and Western CT Health Network, will be asked to seat the Board.

Executive Session

Bernie Meehan made a motion to go into Executive Session to discuss the NHDEA grievance and Ms. Culbert's performance review.

BOH members ended the Executive Session at 10:35 A.M.

As a clarification to the action on the DOH's salary at its August 27, 2012 Board meeting, Bernie Meehan made a motion that the Director of Health's salary increase reflect the same increase as that of the other District employees for the Fiscal Years 2009-2012 inclusive. Motion seconded by Joan Crick. All in favor. Motion approved.

As a clarification to the action taken at its July 10, 2013 meeting, Herb Rosenthal made a motion to adjust the Medical Advisor's salary, as a reduction, in the amount of \$3,000 and transfer it to the Director of Health's Salary line item. Bernie Meehan seconded the motion. Motion approved.

Meeting Schedule

Ms. Culbert asked the BOH members what dates for fiscal year 2014 would work for them for future meetings. Dr. Grossman stated that it has been difficult to convene and pre-scheduling would be helpful.

The BOH members agreed on the following BOH meeting dates:

June 18, 2014 at 10 A.M.
September 17, 2014 at 10 A.M.
December 17, 2014 at 10 A.M.

Auditor

Ms. Culbert shared with the BOH members that Glen Nanavaty, Auditor, suggested that as part of the District's financial protocol, payroll changes be reviewed by a Board member so the Board would have an idea of what the reports look like before and after the payroll changes.

Adjournment

Dr. Grossman asked if there was any further business. Hearing none, Ann Marie Lindblom made a motion to adjourn. Audrey Grasso seconded. Motion approved. Meeting adjourned.

Submitted by



Maureen C. Schaedler
Administrative Assistant