

East Shore District Health Department
Board of Health Meeting
October 13, 2016 5:30 PM

October 13, 2016 Minutes

Present: Lois Lehr, Darlene Zimmermann, Dennis Natri, Anglea Carrano (came in late), Elaine Anderson, Michael Pascucilla,

Absent: Elias Najjar, Chris Manna

Meeting called to order at 5:42 by Dennis Natri.

- I. Public Comment: No members of the public present
- II. Approval of the September 8, 2016 Minutes: Motion to accept minutes was made by Darlene Zimmermann, 2nd by Lois Lehr. All approved.
- III. CHIP Presentation: Barbara Naclerio presented the status of the Community Health Improvement Plan. Passed out surveys, discussed accreditation status; timeline – June 17, currently working on document collection with team of employees. Presenting results to public and getting feed back. Working on QI (Quality Improvement) Plan, workforce development (how the employees of the HD are training and evaluated).
- IV. Correspondence: None presented
- V. Old Business:
 - A. Grant Status
 1. DOT Fleet Vehicle Grant-Vehicle is ready for delivery next week
 2. Branford Shellfish Commission Funding (Sanitary Survey)- Presented to Shellfish Commission last week. Some issues with pipes on properties, still need to evaluate Thimble Islands
 3. PO Boat 2016 Season – wrapping up 2016 season. The new vendor did well, numbers were about the same as 2015 season.
 4. ESDHD Staff Vacancies/Position Modification –
 - a. APRN-Interviewed individual last week, offered the position, waiting for her to respond.
 - b. Sanitarian – narrowed the search down to three candidates, will do further interviews to determine who to hire.
 - c. Position Modification – Marsha's job – currently PT position, Michael Pascucilla would like to increase her to FT. Will change the job description to FT. Will come back to BOD with salary info.
 - d. Reviewing/modification of Bri's position as well as MCH Home visitors salaries. Will research FLSA and present to BOD in November.
- VI. New Business
 - A. Community Foundation Grants – 2017 Solar-Electric PO Boat Match – Boat is being designed. Pilot's Point. Guilford and Branford Community Foundations as well as New Haven Community Funds will be approached to assist with bridging the \$50,000. Will be doing fundraising as well 90% of all pump outs come from Branford.
 1. Rec'd a Freedom of Information Request letter. ESDHD had put in a RFP. Had received two responses but neither had been for solar-electric boats which was what was requested. ESDHD had gotten a bid waiver due to the need for the solar-electric boat. The individual has retained a lawyer to complain.
 - B. NACCHO Grant Awards – Received \$10,000.00 which is paying for the consultant for the accreditation process. Barbara Naclerio had written the grant proposal.

1. Lois Lehr commended Michael Pascucilla for encouraging the staff members to apply for grants.
- C. ESDHD Office Enhancements—Michael Pascucilla & Darlene have met with a designer. Would like to offer him an honorarium of \$1,000.00 for his time and grant writing for funds to purchase art work. Lois Lehr made a motion to give the individual \$1,000.00, Elaine Anderson 2nd. All approved.
- D. Health District Annual Report – Draft – being completed. Will have draft to show BOD at Nov. meeting.

VII. Director's Report

- A. PHAB Accreditation Status-Barbara Naclerio addressed this during her presentation
 - B. Union Negotiations-Committeemeeting on Oct. 27 at 9:30. Meeting with Union Rep. at 10:30.
 - C. Activity Reports were passed around.
 - D. State DOH Regionalization Proposed Legislation – OPM has not accepted the proposal, DPH has accepted it. CCM (CT Conference of Municipalities) opposing due to the financial impact to communities. Requesting a formal committee to study the issue.
 - E. ESDHD Open House – Possible dates – 1st Friday in December. Still TBD.
- VII. Adjournment- Angela Carrano made a motion to adjourn, 2nd by Darlene Zimmermann. Meeting adjourned at 7:12 PM.

Respectfully Submitted,



Elizabeth Dock Early
Recording Secretary

Next meeting will be held on November 10, 2016 at 5:30 PM.