

East Shore District Health Department  
Board of Health Meeting  
November 10, 2016 5:30 PM

November 10, 2016 Minutes

Present: Lois Lehr, Darlene Zimmermann (on conference call), Dennis Nastri, Angela Carrano, Elaine Anderson, Chris Manna, Michael Pascucilla

Absent: Elias Najjar

Meeting called to order at 5:32 by Dennis Nastri.

- I. Public Comment: No members of the public present
- II. Approval of the September 8, 2016 Minutes: Motion to accept minutes was made by Elaine Anderson, 2<sup>nd</sup> by Lois Lehr. All approved.
- III. Audit 2015-16 Presentation – Mike Solakian presented the draft audit results. Clean, no signs of significant weaknesses. In a good place financially. Last year showed some surplus, this year broke even due to the move and car purchases. Next year expected to have surplus again. Regionalization Proposed Legislation was discussed. State DOH Regionalization Proposed Legislation – Michael Pascucilla met with Commissioner Pino on Wed. Still moving ahead, not accepted by OCM yet, local PH partners have sent a letter stating that they will not bear the cost of regionalization. Michael Pascucilla noted an error on pg. 19 under employee benefits. The elective deferrals should be \$18,500.00, not \$18,000.00  
The investment CD has increased to \$105,000.00. The per capita rate of 1.85 has been reduced by 10% and is now 1.76.  
**Executive Session** – Angela Carrano made a motion to go into executive session at 5:45 PM. Elaine Anderson 2<sup>nd</sup>. All in favor.  
5:59 PM-Angela made a motion to come out of executive session, 2<sup>nd</sup> by Elaine. All in favor.
- IV. CHIP Presentation: Barbara Naclerio presented the results of the Community Health Improvement Plan survey. 846 surveys completed. 350 done online. People filling out the survey came from varied education levels, household income levels, age groups. Surveyed individuals at food pantries, soup kitchens, food trucks. Surveyed health issues, insurance coverage, drinking, smoking, eating habits, exercise levels, mental health and illness surveyed. CHIP Board will pick a few issues to work on. The CHIP Board is made up of individuals from the three towns including MDs, mental health workers, YMCA staff, town officials. Barbara Naclerio is the Chair. A few initiatives will be chosen and projects planned, the strategic plan will be brought to the Board. Survey results will be emailed to the Board.
- V. Correspondence: Meeting schedule for 2017 was presented. Will be emailed to Board.
- VI. Old Business:
  - A. Grant Status
    1. DOT Fleet Vehicle Grant-Vehicle has been received.
    2. PO Boat 2017 Season – rec'd reward letter. Meeting in March. Wtng for atty regarding the bid waiver complaint.
    3. ESDHD Staff Vacancies/Position Modification –
      - a. Sanitarian – Candidate accepted the position. Starts Dec. 12
      - b. Position Modification – Marsha's job – currently PT position, Michael Pascucilla would like to increase her to FT. Will change the job description to FT.

**Executive Session** – Elaine Anderson made a motion to go into executive session, Angela Carrano 2<sup>nd</sup>. Into executive session at 7:05PM.

7:18PM Angela Carrano made a motion to come out of executive session, Lois Lehr 2<sup>nd</sup>, all in favor.

Elaine Anderson made a motion to modify Marsha Davis' position to a FT Professional Exempt position, Senior Administrative Assistant \$48,000.00 per year. Effective December 1, 2016. No raises will be given until 2018. Angela Carrano 2<sup>nd</sup>, all in favor.

c. Public Health Preparedness Position Modification – Angela Carrano made a motion to make the position an exempt position and raise the salary to \$48,000.00. Elaine Anderson 2<sup>nd</sup>, all in favor.

VII. New Business

- A. Spring Semester Water Quality Project – Yale University – 3 MPH students and 1 PH undergrad will be working on a project for pre-emptive closures includes the Towns of Madison and Guilford, bathing water beach quality.
- B. Community Foundation Grants – 2017 Solar-Electric PO Boat Match – 3 grants have been submitted for PO Boat, 1 – Guilford, 1- Branford, 1-New Haven.
- C. FDA Grant Award – Environmental Health/Food Safety – Has been submitted. Will be \$8-10,000.00 2017 if we are awarded the grant.
- D. ESDHD Office Enhancements–Michael Pascucilla & Darlene have met with a designer. He is going to submit grants to help fund the artwork. Lockers have been purchased for three sanitarians.

VIII. Director's Report

- A. PHAB Accreditation Status-Barbara Naclerio addressed this during her presentation
- B. DOH Contract – Finalized, signed off. Was extended to match the fiscal year.
- C. Union Contract Negotiation Schedule/Committee –  
**Executive Session** – Elaine Anderson made a motion to go into executive session at 7:27PM. Angela Carrano 2<sup>nd</sup>, all in favor.  
7:41 PM Angela Carrano made a motion to come out of executive session, Elaine Anderson 2<sup>nd</sup>. All in favor.
- C. Activity Reports were passed around.
- D. State DOH Regionalization Proposed Legislation – Discussed earlier in meeting.
- E. ESDHD Open House/Holiday Party – Friday December 2, 2016

VII. Adjournment- Angela Carrano made a motion to adjourn, 2<sup>nd</sup> by Elaine Anderson. Meeting adjourned at 7:42 PM.

Respectfully Submitted,



Elizabeth Dock Early  
Recording Secretary

Next meeting will be held on January 12, 2017 at 5:30 PM.