

EAST SHORE DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
688 East Main Street, Branford, CT 06405

Executive Board Meeting
Thursday May 9 at 5:30 pm
In-Person/Virtual Meeting

Present: Susan Addiss, Michael Pascucilla, Elaine Anderson, Dr. Young, Dennis Natri, Virginia Fallon, Darlene Zimmermann, Susan Deko, Wendy Bellmore, Michael Turcio (joined late).

Absent: none

Meeting called to order by Dennis Natri at 5:30 p.m.

1. Welcome
2. Public Comment – none
3. Approval of the April 2024 minutes. Motion Sue Deko and 2nd by Darlene Zimmermann. All in favor. Minutes approved.
4. ESDHD Public Budget Hearing –
 - Director Michael Pascucilla discussed the process of the budget committee; draft developed, reviewed with all towns, process with all three towns is complete, per capita was discussed.
 - Director’s ESDHD FY 2024-25 Fiscal Presentation – Michael Pascucilla reviewed line by line the budget with the document provided. Discussed revenues (including all grants), expenditures, and capital. We further discussed the line items for each grant. Per capita was \$12.89 and increased to \$13.41. The population stayed the same. Notified by DPH of a glitch with the census data. The state advised the district must use the 2021 census. Preliminary numbers given for the 2022 census but are not final and are not to be used. The budget will remain the same even if data from the state on census is received after this meeting.
 - Sue Deko made the motion to approve the budget presented. Elaine Anderson 2nd the motion. Each board member stated yes to the motion. Motion Approved, budget passed as presented.
5. Presentations
 - Deidra Popkin – Nurturing Families Network Presentation – will be present next month.
 - Isabella Rubano – Public Health Education Intern – Yale/CT DPH Fellowship – will present next month.
 - Sara Schulwolf’s presentation was played via recording.
6. Correspondences
 - Letter received from accountant Michael Solakian (Auditor) stating he will be increasing his fees. Discussion on fees and competitive rates. Michael Pascucilla reported his research concluded his fees are fair market value. The BODs suggested obtaining three other bids and a report of what other local districts are paying. Michael Pascucilla will complete request.

7. Old Business

- ESDHD Vacancies – Status – only one vacancy, Harm Reduction Specialist– Had two highly qualified candidates. It was decided to conduct a third interview with community partners. The third interview was conducted, the community partners made a unanimous decision, and the offer will be given to the individual tomorrow.
- Clinical Services
 - Travel Clinic Program – Dr. Young reports a steady rate of individuals attending the clinic.
 - Clinical is expanding into corporate wellness and looking at pediatric vaccinations.
 - Plan to continue with COVID vaccinations.
 - Yale – CT DPH Fellowship Partnership/Summer Internships

8. New Business

- ESDHD Epidemiological Report - Epidemiology report – Madison Wierzel presented a report on:
 - Respiratory seasons final Epi Curves (Oct 1st to end of April).
 - Hospital and Emergency Department Rates for 2023/2024 Season
 - Rapid Community Assessment in partnership with the Yale and Griffin Prevention Resource Center.
 - Conducting in-person parent interviews and surveys regarding vaccines.
 - Conduct key informant interviews.
 - Data Analysis
 - Written Report
 - Survey
- Web Master – Current Web Master is now resigning. Bids were obtained and were anywhere from \$30,000 to \$67,000. The town's services were explored, and Civic Plus is utilized for all towns, which is also very pricey. However, it should be noted that Civic Plus has a great website product – it's just out of our budget resources. Connect Web Factory was found to be a reasonable company, interviewed, reviewed proposal, and a contract was drawn. To develop web page is \$5,000, \$400 a year to maintain (1st year waived), \$199 a year for certification, others is pay to go at hourly rate is \$90 hour. He will also be teaching staff at ESDH to maintain. The website agreement was passed around to BOD. Fees are slightly more than current fees. However, includes more services.
- Engagement agreement for PHAB updates discussed.
- This summer, we will have 11 to 12 student interns.
 - Six nursing students from SCSU for five weeks.

- Three water quality research students
 - Three water quality research students (1 paid, international student, one paid intern)
 - Two PH education students UCONN MPH, MD student.
- Sara Schulwolf presented via recording her research project, “Designing Community-Based Safe Sleep Research with Industry Partners at East Shore Health District”.
 - Current/Pending Grants – Previously reviewed in budget.
9. ESDHD Personnel Discussion – Executive Session - Darlene Zimmermann made a motion to go into executive session, Virginia Fallon 2nd, All in Favor.
- Returned from executive session.
10. ESDHD Committee Board Members Report
- Director reports that moving forward we should have the reports as an agenda item for each committee to report out at each BOD meeting. Michael Pascucilla briefly reviewed each committee. Suggested fall retreat for BOD off site. Board agreed upon a full day retreat, decided on November 7th full day.
 - Strategic Planning, Executive Committee, Personnel Committee, Planning/Evaluation Committee, Audit Committee, Ad Hoc Committee - By-Laws
 - Discussed 50-year anniversary celebration on September 27th from 1-4 pm at Mill Pond Tavern, in North Branford.
11. Director’s Report
- PHAB Accreditation Application Status – Going well.
 - ESDHD PH Activity Reports (Environmental, Emerg. Preparedness, Education & Nursing)
12. Adjournment
- Motion to adjourn by Virginia Fallon and seconded by Elaine Anderson. All in favor. Adjourned at 7:43 pm.

Respectfully Submitted,

Angela Carrano

Angela Carrano, DNP, MSN, RN, Secretary