

BOARD OF DIRECTORS MEETING
Tuesday, May 9, 2017

MINUTES

BOARD MEMBERS PRESENT John Zikaras, Chairman, Thomas Clifford, Gary Merlone, Sue Mis, Lisa Brailey, Mary Connolly, Edith Sletner, Rosalie Averill, Jeff Dussetschleger, Jean Jones, Edward Kisluk, and Barbara Lombardi.

BOARD MEMBERS ABSENT: Camille Kurtyka.

STAFF PRESENT: Karen Spargo, David Rogers, Carissa Caserta, and Lisa McEachern.

BOARD RECORDING SECRETARY: Betty King

I. Call to Order and Pledge of Allegiance

John Zikaras, Chairman, called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

II. Acceptance of Minutes of Regular Board Meeting of April 11, 2017

2017-39 **ACTION TAKEN:** Motion made by Thomas Clifford, to accept the Minutes of the Board Meeting of April 11, 2017 as presented, seconded by Rosalie Averill. All Ayes.

2017-40 **ACTION TAKEN:** Motion made by Rosalie Averill, discussion held and correction was made to - *page 3, 2017-34-add*, a proposed 2% salary *to core budget employees*. Correction: Gary Merlone voted No, seconded by Jeff Dussetschleger. All Ayes.

III. Correspondence – Karen Spargo

A Press Release was distributed and a personal letter was sent to the Mayors and First Selectman to announce her retirement. Several of the newspapers picked up the announcement including The Waterbury Republican. Chief elected officials Miller, Cassetti, and Dugatto formally reached out.

IV. Financial Report – Lisa McEachern

The Financial Report for the Month of April 2017 was reviewed.

V. Chairman's Report - John Zikaras

I met with Karen to prepare a Press Release. She has done a phenomenal job for us and will continue to do so. The Medical Reserve Corp. will be involved in the Annual Drill this year in Naugatuck High School held by Naugatuck Valley Health District. I would like to invite the entire board to participate in the drill. It will be held on Tuesday, June 20th at 8:30 a.m. sharp.

VI. Director's Report – Karen Spargo

Karen reviewed and discussed her report at this time.

VII. Committee Reports

A. Personnel Committee - Rosalie Averill

2017-41 **ACTION TAKEN:** Motion made by Thomas Clifford, to accept the changes to the Personnel Policies as proposed, seconded by Barbara Lombardi. All Ayes.

2017-42 **AMENDED MOTION:** Motion made by Tom Clifford, to specify June 1st as the effective date, seconded by Barbara Lombardi. All Ayes

B. Search Committee – Tom Clifford

Karen's position has been posted. The Chief Executives have been notified, the staff has been notified. We have received several applications. The Search Committee will conduct our first session to open applications and review resumes on May 23rd at 9:00 a.m. We are hoping to hold an interview panel the first week of June. The closing for applications is May 19th at 4:00 p.m.

C. Other Committees

The Nominating Committee will meet following the Board Meeting.

VIII. Old Business

None at this time.

IX. New Business

A. Revisions to the Personnel Policies

See above. 2017-41 and 2017-42.

B. Renewal of Dental Insurance - Jeff Dussetschleger

2017-43 **ACTION TAKEN:** Motion made by Jeff Dussetschleger, to renew the current MET LIFE PPO Dental Plan for the Fiscal Year 2017-2018, seconded by Gary Merlone. All Ayes.

X. Adjournment

2017-44 **ACTION TAKEN:** Motion made by Thomas Clifford to adjourn at 7:35 p.m., seconded by Rosalie Averill. All Ayes