

**BOARD OF DIRECTORS MEETING**  
**Tuesday, September 12, 2017**

**MINUTES**

**BOARD MEMBERS PRESENT** John Zikaras, Chairman, Thomas Clifford, Gary Merlone, Sue Miss, Camille Kurtyka, Mary Connolly, Rosalie Averill, Jean Jones, Edward Kisluk, and Barbara Lombardi.

**BOARD MEMBERS ABSENT:** Lisa Brailey, and Edith Sletner.

**STAFF PRESENT:** Jeff Dussetschleger, 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 June 13, 2017 and Special Board Meeting of July 11, 2017**

**2018-01**      **ACTION TAKEN:** Motion made by Tom Clifford., to accept the Minutes of the Board Meeting of June 11, 2017 as presented, seconded by Rosalie Averill. All Ayes.

**2018-02**      **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Minutes of the Special Board Meeting of July 11, 2017 as presented, seconded by Rosalie Averill. All Ayes. Abstain Gary Merlone.

**III. Correspondence - John Zikaras**

A letter dated July 11, 2017 was received from Raul Pino, M.D., MPH, Commissioner of the State DPH thanking the Board of NVHD for the appointment of Carissa Caserta, MPH, as the acting director of health effective June 13, 2017.

A letter dated July 24, 2017 was received from Raul Pino, M.D., MPH, Commissioner of the State DPH. Certifying the appointment of Dr. Jeffery L. Dussetschleger has been approved as the director of health for the Naugatuck Valley Health District.

A letter dated August 16, 2017 from Kate Cosgrove Co-Chair of Valley Women's Health Initiative. Kate thanked John for his nomination of Karen Spargo. A reception will be held on Thursday, October 5, 2017 at the Inn at Villa Bianca, 312 Roosevelt Drive, Seymour, CT.

A letter dated August 8, 2017 was received from Karen Spargo. "It is with mixed emotions that I write this letter of resignation as Director of Health for the Naugatuck Valley Health District effective September 10, 2017".

**2018-03**      **ACTION TAKEN:** Motion made by Tom Clifford, to accept Karen Spargo's resignation with regret, seconded by Rosalie Averill. All Ayes.

**IV.      Financial Report - Lisa McEachern**

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

**V.      Chairman's Report – John Zikaras**

There are openings on the Board and letters will be sent to the Chief elected officials. Committee assignments will be made soon.

**VI.      Director's Report – John Zikaras on behalf of Karen Spargo**

Karen's final report was reviewed and discussed.

The Valley Community Foundation was going to provide Karen with a \$1,000.00 Retirement Gift. Karen declined the gift and asked that it be sent to NVHD to help fund our Matter of Balance Program.

**2018-04**      **ACTION TAKEN:** Motion made by Rosalie Averill, to thank Karen to give the \$1,000.00 to NVHD, seconded by Tom Clifford. All Ayes.

**2018-05**      **ACTION TAKEN:** Motion made by Tom Clifford, to send a letter to Karen thanking her for her years of service to NVHD, seconded by Barbara Lombardi. All Ayes.

**VII.      Committee Reports – John Zikaras**

A meeting was held during the summer with the Budget committee. An informational packet was passed out for further information.

## **VIII. Old Business**

### **A. Election of Chairperson, Vice-Chairperson and Executive Committee for 2017-2018**

**2018-06**      **ACTION TAKEN:** Motion made by Tom Clifford recommending the following slate for 2017-2018:  
John Zikaras, Shelton, Chairman  
Rosalie Averill, Seymour, Vice-Chairman  
Executive Committee:  
Tom Clifford, Ansonia Executive Committee Chair  
John Zikaras, Shelton, Board Chairman  
Mary Connolly, Naugatuck, Former Board Chairman  
Alternate, Rosalie Averill, Seymour, Board Vice-Chairman  
seconded by Mary Connolly. All Ayes.

## **IX. New Business**

### **A. Appointment of Medical Director, Clinic Administrator and Medical Staff**

**2018-07**      **ACTION TAKEN:** Motion made by Tom Clifford, to appoint for Fiscal Year 2017-2018, Kenneth Ward, MD as Medical Director; Jeffery Dussetschleger, DDS, MPH as Clinic Administrator; and Carissa Caserta and Kristen Charest, as Medical Staff. Seconded by Rosalie Averill. All Ayes.

### **B. Resolution for Director to sign contracts for 2017-2018**

**2018-08**      **ACTION TAKEN:** Motion made by Tom Clifford , to authorize the Director of Health, Jeffery Dussetschleger, and in his absence, David Rogers, Assistant Director for Environmental Health, and in his absence, Carissa Caserta, Assistant Director for Community Health, to sign grant contracts and amendments and to execute on behalf of Naugatuck Valley Health District other instruments as part of or incident to such contracts and amendments, effective immediately, and for Fiscal Year 2017-2018 including, but not limited to, those with the State Department of Public Health, the State Department of Social Services, other state and federal agencies, private foundations, educational institutions, and other public health related programs, seconded by Barbara Lombardi. All Ayes.

### **C. Resolution for Banking Authorization**

**2018-09**      **ACTION TAKEN:** Motion made by Tom Clifford, to hereby move that the following Resolution be adopted by the Board of Directors of the Naugatuck Valley Health District:

RESOLVED: That the Naugatuck Valley Health District (the “District”) hereby authorizes and empower any agent listed below as limited by the powers granted to each agent by the ION Bank Resolution to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with the ION Bank.

1.      John Zikaras, Chairman
  2.      Rosalie Averill, Vice-Chairman
  3.      Jeffery Dussetschleger, Director of Health/Secretary
  4.      David Rogers Assistant Director
  5.      Lisa McEachern, Business Manager
- seconded by Sue Mis. All Ayes.

**2018-10**      **ACTION TAKEN:** Motion made by Rosalie Averill, to sever our relationship with Aetna September 30, 2017, seconded by Gary Merlone. All Ayes.

**2018-11**      **ACTION TAKEN:** Motion made by Gary Merlone, to accept Oxford Insurance as the new carrier effective October 1, 2017, seconded by Rosalie Averill. All Ayes.

### **X. Adjournment**

**2018-12**      **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn at 7:46 p.m., seconded by Gary Merlone. All Ayes.