

NAUGATUCK VALLEY HEALTH DISTRICT
98 Bank Street, Seymour, CT

June 9, 2020
6:45 PM

Public Hearing on Revisions to NVHD Body Care Code

BOARD MEMBERS PRESENT: Rosalie Averill, Chairman, Mary Connolly, and John Zikaras.

STAFF PRESENT: Jessica Stelmaszek, Director of Health, Melanie Dokla, Assistant Director of Environmental Health Services, and Lisa McEachern, Business Manager.

BOARD RECORDING SECRETARY: Betty King

Rosalie Averill, Chairman, opened the Public Hearing at 6:45 p.m.

Jessica Stelmaszek, Director of Health, read the following Legal Notice:

LEGAL NOTICE

The Naugatuck Valley Health District will be hosting a virtual public hearing regarding revisions to its Body Care Code on Tuesday, June 9, 2020 from 6:45 PM – 7:00 PM via GoToMeeting. The meeting can be accessed using a computer, smartphone or tablet by clicking this link: <https://global.gotomeeting.com/join/402769885> or attendees may dial in by phone by calling 1-872-240-3311 with access code: 402-769-885. The proposed revisions can be reviewed online at:

[www.nvhd.org/
bodycarecode2020](http://www.nvhd.org/bodycarecode2020)

Rosalie Averill, Chair
5/29/2020
R-A May 31, 2020

Jessica Stelmaszek, Director of Health, read the changes to the code.

Rosalie Averill, Chairman, closed the Public Hearing at 7:00pm. No one was in attendance

BOARD OF DIRECTORS MEETING
Tuesday, June 9, 2020

MINUTES

BOARD MEMBERS PRESENT: Rosalie Averill, Chairman, Tom Clifford, Mary Connolly, Edith Sletner, Adam Bronko, Jennifer Behuniak, John Zikaras, Jean Jones, Ed Kisluk, Barbara Lombardi, and Justin Rompre.

BOARD MEMBERS ABSENT: Camille Kurtyka.

STAFF PRESENT: Jessica Stelmaszek, Director of Health, Carissa Caserta, Assistant Director of Community Health Services, Melanie Dokla, Assistant Director of Environmental Health Services, and Lisa McEachern, Business Manager.

BOARD RECORDING SECRETARY: Betty King.

I. Call to Order and Pledge of Allegiance

Rosalie Averill, Chairman, called the meeting to order at 7:07 p.m. The Pledge of Allegiance was recited.

II. Acceptance of Virtual Board Meeting on May 12, 2020

2020-47 **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Minutes of the Virtual Board Meeting on May 12, 2020, seconded by Edith Sletner. All Ayes. One correction at 2020-43 add “All Ayes”.

III. Correspondence – Jessica Stelmaszek, Director of Health

Jess read a letter she received from “JetBlue Healthcare Heroes”. Jess was nominated by Joan Lane as a Grand Prize winner (pending verification).

A letter was read from Linda Casini to Mayor Dziekan declining the NVHD Board of Directors position for Derby.

Jess will remind the Chief Elected Officials that Ansonia, Beacon Falls, Derby, and Naugatuck are awaiting new board members.

IV. Financial Report - Lisa McEachern

The Financial Report for the month of May 2020 was reviewed and discussed.

V. Chairman's Report- Rosalie Averill

Rosalie read the letter sent to JetBlue from Joan Lane nominating Jessica for the JetBlue Healthcare Heroes.

VI. Director's Report - Jessica Stelmaszek

The Director's Report was reviewed and discussed.

VII. Committee Reports

a. Personnel Committee – Discussion and possible action regarding proposed revisions to NVHD Personnel Policy: Family and Medical Leave Policy

2020-48 **ACTION TAKEN:** Motion made by Mary Connolly, to approve the recommended changes to the NVHD Personnel Policy: Family and Medical Leave Policy as presented, seconded by Barbara Lombardi. All Ayes.

b. Nominating Committee - Mary Connolly

Per the By-laws, the Nominating Committee has virtually discussed its recommendation for the proposed slate of officers and Executive Committee members. The election of the officers and Executive Committee members will occur at the September Board of Directors meeting.

2020-49 **ACTION TAKEN:** Motion made by Mary Connolly, that the Nominating Committee is recommending keeping the slate of officers and Executive Committee the same and as follows:

Rosalie Averill, Chairman
Edith Sletner, Vice-Chairman

Executive Committee:
Tom Clifford, Chair
Rosalie Averill
John Zikaras
Mary Connelly, Alternate

seconded by John Zikaras. All Ayes.

VIII. Old Business

a. Acceptance of Body Care Code 2020 Revision

Jess read and reviewed the Body Care Code 2020 Revision.

2020-50 **ACTION TAKEN:** Motion made by Tom Clifford, to adopt the revised NVHD Body Care Code as presented effective July 1, 2020, seconded by John Zikaras. All Ayes.

IX. New Business

a. Resolution for Director to Sign Contracts for 2020-2021

2020-51 **ACTION TAKEN:** Motion made by Mary Connelly, to re-appoint for Fiscal Year 2020-2021 Carissa Caserta, as Clinic Administrator, and Kristen Charest, Medical Staff, seconded by Adam Bronko. All Ayes.

b. Resolution for Director to Sign Contracts for 2020-2021

2021-52 **ACTION TAKEN:** Motion made by Edith Sletner, to authorize the Director of Health, Jessica Stelmaszek, and in her 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 2020-2021 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 Jean Jones. All Ayes.

X. Adjournment

2020-53 **ACTION TAKEN:** Motion made by Barbara Lombardi, to adjourn at 7:58 p.m., seconded by Adam Bronko. All Ayes.