

**BOARD OF DIRECTORS MEETING**  
**Tuesday, November 12, 2019**

**MINUTES**

**BOARD MEMBERS PRESENT:** Rosalie Averill, Chairman, Lisa Brailey, Camille Kurtyka, Mary Connolly, Adam Bronko, Jennifer Behuniak, Jean Jones, Ed Kisluk, Barbara Lombardi, and Justin Rompre.

**BOARD MEMBERS ABSENT:** Tom Clifford, Michael Marganski, Sue Mis, Edith Sletner, and John Zikaras.

**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 Minutes of Regular Board Meeting of October 8, 2019**

**2020-13**      **ACTION TAKEN:** Motion made by Lisa Brailey, to accept the Minutes of the Regular Board Meeting of October 8, 2019, seconded by Camille Kurtyka. All Ayes.

Rosalie Congratulated Camille, she was voted to the Derby Board of Aldermen.

**III. Correspondence - Rosalie Averill**

Thank You card sent from Lynne Perry on behalf of the Board of Directors of the Valley Community Foundation thanking Jessica for input, support, and being a panelist for the 2019 Valley Community Index.

Thank You card dated 10/30/2019 sent from Senator George Logan thanking Jessica for participating in the Opioids Forum held at Naugatuck High School.

Email dated 11/6/2019 from Michael Marganski (Ansonia) addressed to Mayor David Casseti with Jessica Stelmaszek CC:ed regarding Michael's resignation from NVHD Board of Directors.

**IV. Audit Report for Fiscal Year Ending June 30, 2019 – George R. Sinnamon, CPA**

George R. Sinnamon, CPA, reviewed the NVHD Audit Report for the Fiscal Year ending June 30, 2019. Copies were distributed. The Audit was reviewed and discussed.

**V. Financial Report - Lisa McEachern**

The Financial Report for the month of October 2019 was reviewed and discussed.

**VI. Chairman's Report - Rosalie Averill**

The Committee lists have been redone. The By-Laws read that we have to have five on standing Committees. Nominating needs two members to volunteer, Facilities needs one person to volunteer. The Committee List was passed out. Barbara volunteered for Nominating.

**VII. Director's Report**

The Director's Report was reviewed and discussed.

**VIII. Committee Reports**

None at this time.

**IX. Old Business**

None at this time.

**X. New Business**

**A. Acceptance of the Audit Report for Fiscal Year Ending June 30, 2019**

**2020-14**      **ACTION TAKEN:** Motion made by Ed Kisluk, to accept the Audit for the Fiscal Year 2019 as presented at this time, seconded by Adam Bronko. All Ayes.

**2020-15**      **ACTION TAKEN:** Motion made by Ed Kisluk, to move to add an item to the Agenda under item X. New Business, Item C, called “*Transfer of Funds*”, seconded by Barbara Lombardi.

**B.      Employees Raises Budgeted for Fiscal Year 2019-2020**

**2020-16**      **ACTION TAKEN:** Motion made by Ed Kisluk, to release raises budgeted for Fiscal Year 2019-2020 at 2.5% for core employees retroactive to July 1, 2019, seconded by Justin Rompre. All Ayes.

**C.      Transfer of Funds**

**2020-17**      **ACTION TAKEN:** Motion made by Ed Kisluk, to move \$300,000.00 from the checking account at ION Bank to the Connecticut STIFF account, seconded by Barbara Lombardi. All Ayes.

**XI.      Adjournment**

**2020-18**      **ACTION TAKEN:** Motion made by Mary Connolly to adjourn at 9:11 p.m., seconded by Barbara Lombardi. All Ayes.