

# **HYBRID IN-PERSON AND VIRTUAL BOARD OF DIRECTORS MEETING**

**Tuesday, October 12, 2021**

## **MINUTES**

**BOARD MEMBERS PRESENT:** Adam Bronko, Chairman, Tom Clifford, Thomas Carney, Barbara Dlugos, Camille Kurtyka, Rita Pelaggi, Rosalie Averill, Jennifer Behuniak, John Zikaras, Jean Jones, Ed Kisluk, Barbara Lombardi, and Justin Rompre.

**STAFF PRESENT:** Jessica Kristy, Director of Health, Carissa Caserta, Assistant Director of Community Health Services, and 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**

Adam Bronko, Chairman called the meeting to order at 7:02 pm. The Pledge of Allegiance was recited.

### **II. Acceptance of Minutes of Virtual Board Meeting on September 14, 2021**

**2022-11**      **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Minutes of the Virtual Board Meeting of September 14, 2021, seconded by Barbara Lombardi. All Ayes.

### **III. Correspondence – Jessica Kristy**

Jess received a Memo from Francesca Provenzano, Section Chief at the Connecticut Department of Public Health Office of Public Health Preparedness and Local Health Section regarding funding changes to the Medical Reserve Corps program that will be effective July 1, 2022. Jess indicated that sustaining the Medical Reserve Corps program locally in the Valley and regionally is important. Alternative funding sources will need to be explored.

Rosalie asked Jess to read the two letters that she sent out last month. A letter was sent to the staff thanking for their hard work by way of the COVID-19 Strong Award. The other letter will be sent out this week.

#### **IV. Financial Report - Lisa McEachern**

The Financial Report for the month of September 2021 was reviewed and discussed.

#### **V. Chairman's Report - Adam Bronko**

##### **a. Committee Rosters**

Adam reviewed the Board of Directors, FY 2021-2022 Committees. Adam asked for volunteers. Barbara Lombardi offered to Chair the Personnel Committee. Rita Pelaggi offered to be on Personnel. Tom Carney will be on the Nominating Committee. Rosalie Averill will be added to the Budget Committee.

#### **VI. Director's Report - Jessica Kristy**

The Director's Report was reviewed and discussed.

#### **VII. Committee Reports**

##### **a. Budget - Ed Kisluk**

Ed would like to have a meeting two weeks before the next Board Meeting which is October 26th.

##### **b. Strategic Plan- Jess**

Jess provided an update on the strategic planning process. Jess and Carissa have scheduled a conference call with the Consultant, Emily Melnick, to summarize a draft plan and outline the expectations for the Board workshop.

**2022-12**      **ACTION TAKEN:** Motion made by John Zikaras, we shall have a Special Meeting before our November 9<sup>th</sup> Board Meeting to participate in a two-hour strategic plan work shop beginning at 6:00 pm. The Board Meeting will become a Special Meeting and will start at 8:00 pm. All Ayes. Abstain – Barbara Lombardi.

##### **c. Personnel Committee - Barbara Lombardi.**

Jess will coordinate a conference call with Barbara, Personnel Committee Chair this Fall to discuss items within the NVHD Personnel Policies that should be considered for review by the Committee, such as the CT Paid Family & Medical

Leave which eligibility for benefits becomes available in January 2022. A Personnel Committee meeting will follow the preliminary discussion.

**VIII. Old Business**

None at this time.

**IX. New Business**

**a. 2020 Population Estimates**

Jess reviewed and discussed the CT DPH population estimates.

**2022-13**      **ACTION TAKEN:** Motion made by Tom Clifford, to accept the CT DPH Population Estimates for 2020, seconded by Justin Rompre. All Ayes.

**X. Adjournment**

**2022-14**      **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn at 8:00 pm, seconded by Camille Kurtyka. All Ayes.