

**NAUGATUCK VALLEY HEALTH DISTRICT
98 BANK STREET, SEYMOUR, CT**

REVISED - HYBRID BOARD OF DIRECTORS MEETING MINUTES

Tuesday, September 12, 2023

BOARD MEMBERS PRESENT: Adam Bronko, Chairman, Tom Clifford, Barbara Dlugos, Rita Pelaggi, Jan Mizerski, Rosalie Averill, Marietta Sabetta, John Zikaras, and Barbara Lombardi.

BOARD MEMBERS ABSENT: Thomas Carney, Cady Lenart, Meghan Smith, Jean Jones and Justin Rompre.

STAFF PRESENT: Carissa Caserta, Assistant Director of Community Health Services/Acting Director, and Lisa McEachern, Business Manager.

STAFF ABSENT: Jessica Kristy, Director of Health, and Melanie Dokla, Assistant Director of Environmental Health Services.

BOARD RECORDING SECRETARY: Betty King.

I. Call to Order and Pledge of Allegiance

Adam Bronko, Chairman, called the meeting to order at 7:14 p.m. The Pledge of Allegiance was recited.

II. Election of Chairperson, Vice-Chairperson and Executive Committee for FY 2023-2024

2024-01 **ACTION TAKEN:** Motion made by Tom Clifford that the Secretary cast one vote for the Slate of Officers presented as follows:

**Adam Bronko, Chair (Naugatuck)
John Zikaras, Vice-Chair (Shelton)**

seconded by Rosalie Averill. Ayes.

2024-02 **ACTION TAKEN:** Motion made by Tom Clifford, to appoint the Executive Committee as follows:

**Executive Committee
Tom Clifford, Chair (Ansonia)
Rosalie Averill, (Seymour)
Adam Bronko (Naugatuck)**

seconded by John Zikaras. All Ayes.

III. Acceptance of Minutes of Hybrid Board Meeting on June 13, 2023

2024-03 **ACTION TAKEN:** Motion made by Tom Clifford, to accept the Minutes of the June 13, 2023 Board Meeting, seconded by Rosalie Averill. All Ayes.
Abstain: Adam Bronko, and Marietta Sabetta.

IV. Correspondence

Received by NVHD Director of Health:

1. Date: June 16, 2023
To: Jessica Kristy, Director of Health
Re: Per Capita Grant in Aid Funding Application for State Fiscal Year (SFY) 2024
From: Krista Veneziano, Epidemiologist 4, DPH Office of Local Health Administration
Summary: The DPH OLHA sent Director Kristy the annual memo confirming the State of Connecticut appropriated budget for the DPH reflects \$2.60 in per capita funding for local health districts. NVHD has been allocated \$329,440.80.

Sent/Co-Signed by NVHD Director of Health:

3 pieces of correspondence were highlighted in the Director's Public Health Report. They included:

1. Date: July 6, 2023
To: CT DPH Deputy Commissioner Dr. Jody Terranova
From: Directors of Health from NVHD, Quinnipiack Valley Health District, New Haven, Meriden, Milford, West Haven, and Wallingford health departments.
Summary: Letter outlined a list of eleven requests to improve opioid-related data so that local health can more effectively utilize and comprehensively understand what is available and address what is lacking.
2. Date: July 6, 2023
To: CT DCP Director Rodrick Marriott
From: Directors of Health from NVHD, Quinnipiack Valley Health District, New Haven, Meriden, Milford, West Haven, and Wallingford health departments.
Summary: Letter outlined a list of seven requests to improve prescription-related data so that local health can more effectively utilize and comprehensively understand what is available and address what is lacking.
3. Date: August 25, 2023
To: NACCHO CEO Lori Tremmel Freeman
From: Directors of Health and Preparedness Coordinators from NVHD, Torrington Area Health District, Housatonic Valley Health District, and Danbury Health Department
Summary: The local health districts/department in CT DEMHS Region 5 that house a Medical Reserve Corps unit co-signed an advocacy letter written by Director Kristy in support of NACCHO's application for the Administration for Strategic

Preparedness and Response (ASPR) funding opportunity, MRC Small Grant Program “EP-U3R-23-003” (CFDA #93.008).

V. Financial Report - Lisa McEachern, Business Manager

The Financial Report for the months of June, July and August 2023 was reviewed and discussed.

VI. Chairman’s Report – Adam Bronko

None at this time.

VII. Director’s Public Health Report – June, July and August - Carissa Caserta

Carissa Caserta served as Acting Director in Director Kristy’s absence at the meeting. The Director’s Report was reviewed and discussed.

VIII. Committee Reports

a. Executive Committee: Schedule Director’s Evaluation with Director Kristy

Tom suggested we send out an email to schedule the Executive Committee meeting with Jess.

IX. Old Business

None at this time.

X. New Business

a. Approval of Board of Directors Meeting Schedule

2024-04 **ACTION TAKEN:** Motion made by Tom Clifford to approve the Board of Directors Meeting Schedule for Fiscal Year 2023-203-24, seconded by John Zikaras. All Ayes.

b. Approval of Health Insurance Renewal Effective 10/1/23

2024-05 **ACTION TAKEN:** Motion made by John Zikaras we renew the United Healthcare Oxford Gold PPO 35/75/4500/100 health insurance plan effective October 1st as presented, understanding the cost may fluctuate due to staff turnover, seconded by Marietta Sabetta. All Ayes. Abstain: Rosalie Averill.

c. Reminder: Annual Code of Conduct and Confidentially Agreements of Board Members

Please sign the Code of Conduct and Confidentially Agreements of Board Members and leave them here. Those that are not here can receive a copy at the office. The electronic PDF version can be electronically signed and emailed to Jess.

2024-06 **ACTION TAKEN:** Motion made by Tom Clifford, to adjourn the meeting at 7:26 pm, seconded by Rosalie Averill. All Ayes.

Minutes respectfully prepared by Betty King, Recording Secretary, and submitted by Jessica Kristy, Director of Health. Subject to revisions at the next full Board of Director Meeting.