

CHATHAM HEALTH DISTRICT

Serving the Towns of East Haddam, East Hampton, Haddam, Hebron, Marlborough & Portland

BOARD MEMBERS

Peter Hughes, *Chairman*
Mark Walter, *Vice Chairman*
Candace Casale, *Treasurer*
Susan Bransfield
Howard Dean
Kate Morris
Bonnie Therrien

DISTRICT HEALTH DIRECTOR

Thad D. King, *MPH, RS*

November 23, 2010

9:00 AM

Chatham Health District Main Office (240 Middletown Avenue East Hampton CT)

SPECIAL MEETING OF THE CHATHAM HEALTH DISTRICT BOARD OF HEALTH

Present: Howard Dean Kate Morris Peter Hughes
 Susan Bransfield Bonnie Therrien

Other: Thad King

1. Call to Order

Chairman Hughes called the regular meeting to order at 9:06am.

2. Approval of Minutes

Approval of the October 26, 2010 meeting minutes was tabled to the next meeting.

3. Public Remarks

There were no public comments.

4. Town of Colchester Membership

Mr. King introduced Greg Schuster, Town of Colchester First Selectman. Mr. Schuster briefly gave a background regarding the process of investigating the future of the Colchester Health Department. A task force was formed to look at the options; forming their own health district, joining an existing health district or maintaining what they already have. The task force has made the internal recommendation to join a health district and following their year long process have decided that Colchester would be a good fit with Chatham Health. Mr. Schuster acknowledged that although the task force is expected to make this recommendation to the Board of Selectmen, it is ultimately a decision of the Chatham Health District as to whether they would be included.

Discussion was held regarding the public reaction to join a district. Mr. Schuster stated that comment from the public so far has been very positive, and that people are becoming more open to regionalization. Mr. Schuster was questioned as to reaction to fees and services that the District has that Colchester currently does not. Mr. Schuster stated that whether Colchester joins the District or not, fees would be adjusted and opposition will happen regardless. Also discussed were staffing issues and the possible times where complaints may be made due to the sanitarian not being in the office at any given time due to covering in other towns.

Mr. Schuster stated that the task force is expected to make formal recommendation to the Board of Selectmen in December. From there, discussion will be held and possible vote to move to a town meeting in sometime late January, early February timeframe.

Discussion was held as to the process for which should take place first, Chatham Health taking action on including Colchester or Colchester holding the town vote to join. Mr. Shuster stated that the Board of

Selectmen has been informed all along as to the progress and work of the task force through liaison. Mr. Schuster, Mr. King and Wendy Mis will work together on a consolidation plan.

The Board consensus was to continue discussion and possibly take action at the December 14th meeting. At this meeting, Mr. King will also be presenting the proposed 2011-2012 District Budget.

5. Communications

Mr. King noted a follow up letter sent to 202 Hog Hill Road East Hampton regarding an ongoing surface water issue.

6. Emergency Response Planning Update

Mr. Kramer stated that a Medic Reserve Corp is in the process of being formed. Jiffy, the Clinic Coordinator for East Haddam, has agreed to head this up. This would be a group of medical trained individuals that would be willing to work with the District in an event or could assist regionally, if needed.

Eight flu clinics have been held, with approximately 1000 vaccinated. Approximately 75% of those vaccinated were school aged. One more clinic is scheduled to be held, an additional clinic may be scheduled open to all towns.

100,000 of Public Health Emergency funds have been carried over from last year. A budget was prepared and submitted and a revision has been requested due to a change in deliverables. A revised budget will be available for the December 14th meeting.

Mr. King will be requesting a reimbursement of \$5 per vaccination from Middlesex Homecare of those that were insured. The District can also apply to the State for a reimbursement of \$15 per vaccination of those uninsured. These funds would offset the Community Nursing line item. Discussion was held regarding the registration process and the lack of attendance to the clinics.

7. Cancer Control Planning Update

Ms. Han updated the Board on Cancer Control planning. The \$62,500 Komen grant was applied for and covers the period of April 1, 2011 through June 30, 2012. Ms. Han will be giving a presentation on this program at the annual membership meeting of the CT Cancer Partnership. Outreach continues to be going very well.

Mr. King stated that there is additional grant available through the Cancer Partnership, the Achieve Program (outreach and wellness to individuals in the exercise and obesity areas), which the District will be applying for.

8. Director of Health Report

-Food Service Inspection Report

Mr. King stated that four towns were completed, East Hampton and Portland were not completed. Portland schools were completed. 23 out of 43 inspections were completed. Mr. King stated that he had not received a complete report but believed that approximately 70% were completed. Discussion was held regarding the status of the rating system. Mr. King stated that staff has begun using the handheld units and as the inspections are completed, the establishment can be rated. It is expected to take approximately one quarter to complete.

Ms. McAuliffe is currently working on enforcement of unlicensed food establishments. With Garrison being up and running this will be easier for sanitarian to see who has and who has not applied for their licenses. The Board has expressed interest in access to Garrison and would like to see the rating system up and running as soon as possible.

-Annual Report

Mr. King disseminated the 2010 Annual Report. Approximately 2000 services were completed. Mr. King discussed the ratio of sanitarians to services; the peak year was 2006-755 service/inspections per sanitarian for 2010, 2010-423 per sanitarian. Mr. King praised the staff for being incredibly efficient. Mr. King also discussed the State of Connecticut Annual Report with is more itemized and detailed.

-Audit

The 2010 Audit was distributed to the Board. Brief discussion was held regarding the fund balance and grant offsets.

9. Old Business

~Appointments

Mr. King noted those in need of re-appointments. Mr. Dean, November 2007 ~ reappointment this month. Mr. Walter, December 2007 – reappointment December 2010. Andy Teirney, August 2009, the understanding is that Ms. Therrien is filling this appointment – reappointment would be August 2012. Ms. Morris, March 2008 – reappointment March 2011. Ms. Casale, July 2008 – reappointment July 2011. Mr. Hughes, questionable-Mr. Black stated appointed in 1998. Mr. Hughes stated that he was appointed in 2009. Ms. Bransfield provided a reappointment as of today (November 23, 2010).

Mr. King noted that his appointment as the Director of Health was July 2006. There are two statutes that govern the appointment of Directors of Health; 19a 200 states “4 year term”; 19a 244 states “not to exceed 3 years”. Therefore Mr. King’s term was up last year and requires reappointment.

~Continue Service Fee Discussion

No new update.

~Unified Housing Code Update

No new update.

10. New Business

No new business to discuss.

11. Adjournment

Following no further business to discuss, motion was made by Ms. Bransfield, seconded by Mr. Dean to adjourn. Meeting adjourned at 10:30am.