



# North Central District Health Department

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Patrice A. Sulik, MPH, R.S.  
Director of Health

## NORTH CENTRAL DISTRICT HEALTH DEPARTMENT BOARD OF DIRECTORS

### MINUTES OF REGULAR MONTHLY MEETING

Wednesday, October 12, 2022

Health District Main Headquarters

31 North Main Street

Enfield, CT 06082

6:00 pm

**Members Present:** Diane Wheelock, Chair, Maria Whelden, Jason Walsh, Dean Gousse, Brandon Jewell, Michael DellaVolpe, James Hoyne, Catherine Cannon, Victor Mathieu, Ben Rodriguez, and William Meier.

**Members Absent:** Fred Journalist, Dianne Trueb, Len Norton, Dawn Maselek, Christiane Abraham, Matthew Maynard, and Trisha Vayda.

**Also Present:** Patrice Sulik, Director of Health and Tung Nguyen, Deputy Director of Health, and Nick Hopkins, Enfield Town Council Liaison.

**Call to Order/Determination of Quorum:** The meeting was called to order by Diane Wheelock, Chair, at 6:00 PM, after a quorum was determined.

#### Executive Session:

Brandon Jewell made a **motion**, seconded by William Meier, to enter Executive Session to discuss Personnel Matters. The motion carried unanimously, and the Board entered Executive Session at 6:34 PM. Patrice Sulik and Tung Nguyen were invited into Executive Session.

The Board came out of Executive Session at 7:27.

#### Chairman's Report:

**Director of Health Update:** Patrice Sulik and Tung Nguyen provide updates to the Board, including COVID, Monkeypox, and Ebola updates.

#### Action on Consent Agenda:

1. Ben Rodriguez made a **motion**, seconded by **Brandon Jewell** to approve the Board Meeting Calendar for 2023 as proposed. The motion carried unanimously, and Board

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Members agreed that we will host meetings in various Member-Towns; staff will secure locations. January Meeting will be held at the Enfield office since the January meeting includes the Public Hearing for the Budget.

**Committee Updates and Discussions** - (Reports provided in written form for discussion - any action would follow in New Business)

1. Finance – Maria Whelden, Chair – no update
2. Short and Long-Term Planning – Ben Rodriguez, Chair -no update
3. Capital Improvements – Chair is vacant-Diane Wheelock and Patrice updated the Board on progress of architect plans for upstairs.
4. Personnel – William Meier, Chair-to be discussed in Executive Session

### **New Business:**

1. Brandon Jewell made a **motion**, seconded by Vic Mathieu, to accept the generous donation of a secure drop-box. The motion carried unanimously.  
Patrice will send a thank you letter on behalf of the Board.

### **Identification/Adoption of Additional Agenda Items**

#### **Adoption of Minutes**

Maria Whelden made a **motion**, seconded by Vic Mathieu, to waive the reading of the Minutes of the Annual Meeting of the NCDHD Board on September 14, 2022, and that Minutes of said meetings be approved. The motion carried unanimously.

### **Informational Items, Petitions, Communications, Correspondence, Reports, etc. Not Requiring Action**

#### **Adjournment**

There being no further business to discuss, a **motion** was made by Vic Mathieu and seconded by Brandon Jewell to adjourn. The motion carried unanimously, and the meeting was adjourned at 7:28 PM.

Respectfully submitted,

Patrice A. Sulik  
Director of Health

**Next Board Meeting:** Wednesday, November 9, 2022, 06:00 PM.