



# North Central District Health Department

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- Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 \* (860) 872-1501 Fax (860) 872-1531
- Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 \* (860) 465-3033 Fax (860) 465-3034
- Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 \* (860) 684-5609 Fax (860) 684-1768

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

## AGENDA

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT

Special Meeting

Zoom Meeting

<https://us02web.zoom.us/j/86895537337?pwd=T1NkY2tSMFFsM1hqL0lXYUozcytOdz09>

Meeting ID: 868 9553 7337

Passcode: 0428

1-929-205-6099 US (New York)

Wednesday, April 28, 2021

6:00 PM

- A. **Call to Order/Determination of Quorum**
- B. **Executive Session** None
- C. **Public Hearing** None
- D. **Chairman's Report** Update on Remodeling of Headquarters
- E. **Director of Health**

Monthly Report Review and Update of Pending Business Items – (Provided in written form by the Director to the NCDHD Board. Discussion and clarification – no action required at this time). Focus on COVID response. **Attachment 1**

- F. **Action on Consent Agenda** – Items requiring routine approval.
  - 1. Review of Pension Plan details with Pension Representative, Mike Roach, anticipated change to Pension Plan language  
Anticipated Motion: The NCDHD Board of Directors moves to change the Pension Plan language regarding retirement age. Retirement age will change from 60 to 65 and five (5) years of service will be required; effective date of change will be determined.
  - 2. Request for additional funding to cover COVID expenses.  
Anticipated Motion: The NCDHD Board of Directors moves to authorize \$30,000 be transferred from the undesignated fund balance to the operating budget to support COVID expenses, with the expectation that reimbursement for the funds will be sought.

G. **Committee Updates and Discussion** – (reports provided in written form for discussion - any action would follow in New Business)

1. Finance – Maria Whelden, Chair
2. Short and Long-Term Planning – Ben Rodriguez, Chair
3. Capital Improvements – Chair is vacant
4. Personnel – William Meier, Chair-Discussion regarding posting Sanitarian III position.

H. **New Business**

1. Review of proposed updated Sanitarian III job description. **Attachments 4**

I. **Identification/Adoption of Additional Agenda Item**

J. **Adoption of Minutes**

The NCDHD Board of Directors waives the reading of the Minutes of the Special Meeting of the NCDHD Board on March 10, 2021, as well as the Minutes of the Public Hearing and Special Meeting of the NCDHD Board on March 24, 2021 and that Minutes of said meetings and public hearing be approved.

**Attachments 5 & 6**

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

L. **Adjournment**

**Next Board Meeting:** Wednesday, May 12, 2021, Location TBD