



North Central District Health Department

- ☐ Enfield—31 North Main Street, Enfield, CT 06082 * (860) 745-0383 Fax (860) 745-3188
- ☐ 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

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT
BOARD OF DIRECTORS
MINUTES OF REGULAR MEETING OF THE BOARD
Wednesday, April 10, 2024
Health District Main Headquarters
31 North Main Street
Enfield, CT 06082

Members Present: Diane Wheelock, Chair, Maria Whelden, Fred Journalist, Dianne Trueb, Jason Walsh, James Hoyne, Brandon Jewell and Trish Vayda.

Members Absent: Val Romano, Michael DellaVolpe, Dean Gousse, Catherine Cannon, Dawn Maselek, Vic Mathieu, Ben Rodriguez, William Meier and Xiomara Capo.

Also Present: Patrice Sulik, Director of Health and George Sinnamon.

Call to Order/Determination of Quorum: The meeting was called to order by Diane Wheelock at 6:02 PM, after a quorum was determined.

Executive Session: Brandon Jewell made a **motion**, seconded by Jason Walsh to enter Executive Session for the purpose of discussing Legal Matters. The Board entered Executive Session at 7:21 PM, and Patrice Sulik was invited to join Executive Session.

The Board exited Executive Session at 7:30 PM.

Director of Health Update: Patrice provided an update to the Board.

Action on Consent Agenda:

1. None.

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

1. Finance – Maria Whelden, Chair – not present-the quarterly financials were reviewed.
2. Short and Long-Term Planning – Ben Rodriguez, Chair-no update
3. Capital Improvements – Chair is vacant
4. Personnel – William Meier, Chair-not present

New Business

1. Overview of FY 2022-2023 Audit. Auditor, George Sinnamon, summarized the FY2023 Audit and answered Board Member questions. The audit was clean with no findings.

Identification of Additional Agenda Items

Dianne Trueb requested that the Board consider creating a multi-temporary event fee for not-for-profits to mirror the multi-temporary event fee that exists for commercial vendors. Dianne will work with Patrice to create a detailed proposal.

Patrice recommended that the Fee Schedule be removed from the Sanitary Code to facilitate the Board changing fees as needed. There will be a Public Hearing scheduled for the May Regular Meeting of the Board to enable the Board to consider and vote on this change.

Adoption of Minutes

The Minutes of the Regular Meeting of the NCDHD Board on March 13, 2024, will be considered at the May Regular Meeting of the Board.

Adjournment

There being no further business to discuss, a **motion** was made by Brandon Jewell and seconded by Fred Journalist to adjourn. The motion carried unanimously, and the meeting was adjourned at 7:53 PM.

Respectfully submitted,

Patrice A. Sulik
Director of Health

Next Board Meeting: Wednesday, May 8, 2024, 06:00 PM, Windham Town Hall, Upstairs Ballroom, 979 Main Street, Windham.