



# 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 SPECIAL MEETING OF THE BOARD/ANNUAL MEETING**  
**Wednesday, October 18, 2023**  
Health District Main Headquarters  
31 North Main Street  
Enfield, CT 06082

**Members Present:** Diane Wheelock, Chair, Maria Whelden, Val Romano, Fred Journalist, Dianne Trueb, Jason Walsh, Michael DellaVolpe, Vic Mathieu, Ben Rodriguez, Xiomara Capo, and William Meier.

**Members Absent:** Dean Gousse, James Hoyne, Brandon Jewell, Catherine Cannon, and Dawn Maselek.

**Also Present:** Patrice Sulik, Director of Health and Tung Nguyen, Deputy Director.

**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:**

Maria Whelden made a **motion**, seconded by Victor Mathieu to enter Executive Session to discuss Security/Personnel/Legal Matters. The motion carried unanimously, and the Board entered Executive Session at 6:02 PM. Patrice Sulik and Tung Nguyen were invited to join Executive Session.

The Board came out of Executive Session at 6:28 PM.

Maria Whelden made a **motion**, seconded by Victor Mathieu, to not accept the Town of Union into the Health District at this time. The Board may re-consider this in the future. The motion carried unanimously.

**Director of Health Update:** Update of Pending Business Items – (Provided in written form by the Director to the NCDHD Board.

## **Action on Consent Agenda:**

### 1. Election of Officers.

Victor Mathieu made a **motion**, seconded by Valerie Romano, nominating Diane Wheelock to serve as Board Chair. The motion carried unanimously.

Valerie Romano made a **motion**, seconded by Frederick Journalist, nominating Ben Rodriguez as Vice-Chair of the Board. The motion carried unanimously.

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2. The proposed meeting dates for 2024 were reviewed. The Board requested that locations for the meetings in all District Towns be provided for the November Meeting.

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

1. Finance – Maria Whelden, Chair – Maria announced that we will be starting the budget process and referenced the Sanitarian Wage Data that was provided.
2. Short and Long-Term Planning – Ben Rodriguez, Chair -no update
3. Capital Improvements – Chair is vacant-no update
4. Personnel – William Meier, Chair-no update

### New Business

1. Sanitarian Wage Data-There was a robust discussion of wage rates and benefits, and the Director was asked to collect additional information to inform the budget process and next steps.

### Adoption of Minutes

Frederick Journalist made a **motion**, seconded by Victor Mathieu, to waive the reading of the Minutes of the Regular Meetings of the NCDHD Board on May 10, 2023 and August 9, 2023 and that Minutes of said meetings be approved.

There was an amendment to the **motion**, to vote on the approval of each meeting separately.

The minutes of the May 10, 2023 Regular Meeting were approved, with Whelden, Mathieu, and Capo abstaining.

The minutes of the August 9, 2023 Regular Meeting of the Board were approved, with Meier, Romano, and Mathieu abstaining.

### Adjournment

There being no further business to discuss, a **motion** was made by Victor Mathieu and seconded by Jason Walsh to adjourn. The motion carried unanimously, and the meeting was adjourned at 8:03 PM.

Respectfully submitted,

Patrice A. Sulik  
Director of Health

**Next Board Meeting:** Wednesday, November 8, 2023, 6:00 PM, location TBD.