



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

AGENDA

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT (NCDHD)

Regular Monthly Meeting

North Central District Health Department Main Office

31 North Main Street

Enfield, Connecticut

Wednesday, September 13, 2017

Immediately Following the Public Hearing

A. **Call to Order/Determination of Quorum**

B. **Executive Session**

The NCDHD Board of Directors, pursuant to the authority given in Connecticut General Statutes § 1-200(6) (B), hereby moves to go into Executive Session to discuss personnel matters.

C. **Public Hearing** – Proposed fee changes - Attachment 1

D. **Chairman's Report**

1. Elections for Chairman and Vice-Chairman
2. Long-Term Planning Committee-Ben Rodriguez – Attachments 2 & 3

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

- Training/Cross-Training of Staff
- Written Procedures for the District
- IT Update
- Reaching out to Partners
- Monthly Environmental, Preparedness, Health Educator Reports Attachment 4
- Organizational Chart
- Updating of Job Descriptions
- Building Upgrade

- Parking Lot
- Windham P/T Secretary
- Pension Vesting Period
- Open ended leasing program for vehicles-Vic
- Credit Card Payments
- Proposed Consolidation of Local Health Departments
- Food service inspection capacity
- Capacity Modeling
- Status of as-builts on website

F. **Action on Consent Agenda** – Items requiring routine approval

1. **Motion:** The NCDHD Board of Directors approves the proposed budget transfer as stated in the proposal. Attachment 5

F. **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 – Mary Ann Turner, Chair-update – Attachment 6
4. Personnel – Linda DeGray, Chair

G. **New Business**

1. Grant Opportunity to prevent Opioid Use
2. Meeting Calendar for 2018 Attachment 7

H. **Identification/Adoption of Additional Agenda Items**

I. **Informational Items**

J. **Adoption of Minutes**

The NCDHD Board of Directors waives the reading of the Minutes of the Regular Meetings of the NCDHD Board on June 14, 2017 and August 9, 2017 and that Minutes of said meeting be approved. Attachments 8 and 9

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

L. **Adjournment**

Next Board Meeting: Wednesday, October 11, 2017, Windsor Locks – Location to be determined