



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) 465-3032
- 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

East Windsor Town Hall Conference Room

11 Rye Street

Broad Brook, Connecticut 06016

Wednesday, October 10, 2018

7:00 PM

- A. **Call to Order/Determination of Quorum**
- B. **Executive Session** - Real Estate Discussion
- C. **Chairman's Report**
- D. **Director of Health** – Attachment 1

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.

- Written Procedures for the District
- Training/Cross-Training of Staff
- IT Update
- Reaching out to Partners
- Monthly Environmental, Preparedness, Health Educator Reports – September 2018 – Attachment 2
- Monthly Financials – Attachment 3
- Organizational Chart
- Updating of Job Descriptions
- Building Upgrade
- Pension Vesting Period
- 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

(None)

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 – Mary Ann Turner, Chair
4. Personnel – Linda DeGray, Chair

H. **New Business**

1. New Population Figures Estimates for 2019-2020 Fiscal Year – [Attachment 4](#)
2. **Motion:** The NCDHD Board of Directors approves the Proposed Calendar of Regular Board Meeting dates, as presented – [Attachment 5](#)
3. Discussion of Proposal for New Administrative Position – [Attachments 6, 7 and 8](#)
4. Discussion of Health Insurance Renewal Options – [Attachments 9, 10, 11 and 12](#)

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

J. **Informational Items**

K. **Adoption of Minutes** – [Attachment 13](#)

The NCDHD Board of Directors waives the reading of the Minutes of the Regular Meeting of the Board of September 12, 2018, and that Minutes of said meeting be approved.

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

M. **Adjournment**

Next Board Meeting: Wednesday, November 14, 2018, Vernon Office Conference Room, 375 Hartford Turnpike, Vernon, Connecticut 06066