



# North Central District Health Department

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- 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 MEETING

Vernon Office Conference Room

375 Hartford Turnpike

Vernon, Connecticut 06066

Wednesday, November 14, 2018

7:00 PM

- A. **Call to Order/Determination of Quorum**
- B. **Executive Session** - Real Estate
- 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 – October 2018 – Attachment 2
- Monthly Cash Disbursements – Attachment 3
- Quarterly Financials – Attachment 4
- 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

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

(none)

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
4. Personnel – Linda DeGray, Chair

G. **New Business**

1. Review of Health District Audit, George Sinnamon presenting – **Attachments 5 & 6**
2. CD Due to Mature
3. Discussion of Proposal for Increasing Nurse Hours – **Attachment 7**
4. Review of proposed budget, FY 2019-2020

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

I. **Informational Items**

J. **Adoption of Minutes** – **Attachment 8**

The NCDHD Board of Directors waives the reading of the Minutes of the Regular Meeting of the Board of October 10, 2018, and that Minutes of said meeting be approved.

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

L. **Adjournment**

**Next Board Meeting:** Wednesday, December 12, 2018, NCDHD Headquarters, 31 North Main Street, Enfield, Connecticut 06082