



## **SOUTH CENTRAL HEALTH DISTRICT**

196 North Main St.  
Southington, CT 06489  
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### **BOARD OF DIRECTORS** **MEETING MINUTES**

#### **Regular Meeting**

**Date:** September 12, 2024  
**Time:** 5:00 pm  
**Location:** Plainville Municipal Building, Upper-Level Room 302  
One Town Square, Plainville CT

**Present:** Elliott Colasanto, Chair  
Ann Marie Conaty  
Betsy Gaudian  
Joseph Marino (arrived at 5:55pm)  
Sharon O'Brien  
Michael Paulhus  
Alex Ricciardone  
Mark Sciota  
Susan Lonczak, DOH  
Lisa Bennett, Recording Secretary

**Absent:** Robert Yamartino, Vice Chair

Meeting called to order at 5:03 pm by Mr. Colasanto.

#### **I. Roll call**

The roll call showed a quorum was present at 5:04 pm.

#### **II. Approval of minutes**

##### **MOTION**

Mr. Ricciardone made a motion to accept the minutes from the June 13, 2024 BOD meeting.  
Ms. O'Brien seconded the motion.

Motion approved by unanimous vote.

#### **III. Comments by the Chair /Vice Chair**

Mr. Colasanto commented that Ms. Lonczak and her staff have continued with diligence and hard work and he has heard nothing but great comments from the Town Council and the community.

## **New business**

### **i. Environmental Inspection Software proposal (Inspect2Go)**

Ms. Lonczak proposed a new digital inspection software which would allow staff to conduct paperless inspections via tablets. SCHD and 10 other health districts have been looking into companies comparing the costs and services provided. Inspect2Go appears to be the most user friendly and accessible program which will offer inspection software for all types of inspections, a public portal to view these inspections, and an administrative side which will allow for permitting and payment. The annual cost is between \$17,000 and \$25,000. This cost is based on the number of health districts/departments to sign on. The annual subscription cost is locked in for three years. District staff have iPad to use if software is purchased. Mr. Ricciardone commented that the new system will be more efficient for FOIA requests as it will be cloud based and easily accessible. The current database information will transfer to the new program. It has the capacity to allow public access for payment and application submissions. Inspect2Go seems to offer a comprehensive and cost-effective solution for modernizing the inspection process, improving transparency, and providing greater convenience for both staff and the public.

## **MOTION**

Mr. Ricciardone made a motion to accept the Inspect2Go Software Proposal Ms. O'Brien seconded the motion.

Motion approved by unanimous vote.

### **ii. CT Paid Family Leave requirement (Effective October 1, 2024)**

Ms. Lonczak provided information notifying the board that SCHD and all other health districts in the State would no longer be exempt from the CT Paid Family Medical Leave Act requirements. Effect October 1, 2024, SCHD would be required to enroll the district in this plan and each employee will have a 1% deduction to their income. The district has enrolled with the State and Shipman and Goodwin created a draft internal policy. Staff will be informed of the deduction and their eligibility to receive paid medical leave benefits should the need arise.

## **IV. Report by the Director of Health**

### **i. DOH Update**

#### **1. General Updates**

- a. Effective September 2024, the district will provide employees with employer issued cellphone through ATT FirstNet.
- b. Credit Cards are now being accepted as a new form of payment for the district.
- c. The bookkeeper provided notice and left in August. A new bookkeeper was hired in July to allow an adequate overlap and transition.
- d. Ms. Lonczak provided an update on the Biomedical Waste incineration application to DEEP for ReWorld located in Bristol, CT. She provided a report to Southington and Plainville Town Councils offering an update and answering questions of the councils and public.

## 2. Grant Update

- i. A letter of intent was sent to the Mainstreet Community Foundation with the interest to apply for funding to expand A1C screening services. If the letter is accepted, SCHD will have the opportunity to apply for future funding.

## ii. Division Updates

### 1. Environmental

- b. Ms. Jala Mitchell was hired July 1, 2024 as a part-time inspector primarily conducting salon inspections. She will assist staff with the new Body Care and Personal Services Code roll out. Chief Sanitarian, Ms. Burdacki will create educational materials for establishment owner/operator information sessions.

### c. Body Care and Personal Services Code Adoption

- i. Educational Sessions (Late October) - Ms. Lonczak reported two staff members will be trained to be ServSafe instructors. Monthly trainings will be offered in all three towns. Generated fees will offset the cost of the new database. This is expected to be initiated in January.
- ii. Social Media – Ms. Burdacki will offer a one hour zoom presentation to educate the public and staff on the new code.

## 1. Community Health

### a. Fall Vaccinations (Homebound and Clinic based)

Vaccination clinics will be provided to town employees, boards of education employees, senior centers, and open to the public locations for the three towns through November. Open to the public clinics will be advertised on social media. Homebound vaccinations will be advertised and provided by our Public Health Nurse, Aria Swan, RN.

- b. Events – Staff will be present for multiple events in the towns during the fall. To name a few, staff will inspect and do tabling for the Southington Apple Harvest Festival, Plainville Hot Air Balloon Festival, Pumpkin Festival, etc.

- c. Epi! – Mascot Update – Ms. Lonczak reported that Epi's debut was at the Southington Farmers Market and was a huge success. Back to school Lunch box care packages were handed out at events in all three towns with help from Epi. Her social media presence will continue to evolve. Her next visits are to the Middlefield Community Center and Plainville Senior Center for a diabetes discussion.

- d. Community Health Needs Assessment – Ms. Lonczak reported that the Community Health Needs Assessment Survey launched on the SCHD website and will be promoted through community partners and social media platforms through the new year. This survey will also be sent to Boards of Education will distribute to parents.

## 2. Emergency Preparedness

- a. 5-Year Strategic Plan Update – Ms. Lonczak shared that the five-year plan is moving forward. In addition, four staff members are working towards completing instructor certifications for ‘Stop the Bleed,’ Heartsaver AED, and CPR courses. Programming for free life saving skills education will be rolled out in the new year.

## V. Old business

- i. None

### MOTION

Mr. Ricciardone made a motion at 6:14pm to adjourn regular meeting and to enter into for executive session Ms. Conaty seconded motion.

Motion approved by unanimous vote.

## VI. Executive Session

### MOTION

Mr. Ricciardone made a motion at 6:14pm to enter into Executive Session. Ms. O’Brien seconded the motion

Motion approved by unanimous vote.

## VII. Next meeting: Thursday, December 12, 2024, Location TBD

## VIII. Adjournment

### MOTION

Mr. Ricciardone made a motion at 6:20 pm to adjourn executive meeting and to close meeting Ms. Conaty seconded motion.

Respectfully Submitted

Lisa Bennett