

PLAINVILLE-SOUTHINGTON REGIONAL HEALTH DISTRICT



Serving the communities of Middlefield, Plainville and Southington

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SUSAN BENCIVENGA LONCZAK MPH, RS, DIRECTOR OF HEALTH

BOARD OF HEALTH MEETING MINUTES MUNICIPAL BUILING CONFERENCE ROOM AND WEBEX February 24, 2022

Special Meeting:

Ms. Politis called the meeting to order at 5:10 pm.

Present: Board Members - Mr. Elliott Colasanto, Ms. Anne Maire Conaty, Mr. Joseph Marino,

Ms. Charlotte Politis, Mr. Mark Sciota, Mr. Robert Yamartino, Mr. John Barry

 $Staff-Susan\ Lonczak$

Absent: Mr. Robert Lee

Approval of minutes – Motion made to approve minutes from December 14, 2021 meeting. Motion carried.

Comments by the Vice Chair.

Ms. Politis welcomed new Board member, First Selectman Robert Yamartino.

Report by the Director of Health.

COVID Update:

Ms. Lonczak discussed shifts in Covid-19 response within the state. Response efforts are moving away from contact tracing and quarantining. The Governor's formal orders for indoor masking and other restrictions were lifted. All school districts in the state are to make their own decisions regarding universal school masking. This will go into effect March 1, 2022. All schools in the district will be moving to a 'mask optional' policy.

Five booster shot vaccine clinics were provided to Southington, Plainville, and Middlefield Senior centers during January and February. Four pediatric and children's vaccine clinics were offered to Southington and Plainville school district families during January and February.

Current Covid positivity rates and vaccination rates were discussed.

ELC2 – Covid related grant funding application will be submitted for a March 1, 2022 due date, Funding from the first ELC1 remaining will be rolled over. Total moneys to be awarded once grant proposal is processed and approved will result in \$278, 000. Money to be used to employee a FT Community Health Coordinator and PT Nurse. Grant money will be available to use through 2024.

Office Update:

In anticipation of new staff and continued organization efforts, the office is being fully cleaned out and reorganized to make room for new staff and assess inventory and needs. Ms. Bennett is working to purge all licensed establishment files in accordance with state records retention requirements.

Discussion regarding need to update Personnel policy was discussed. Mr. Sciota suggested working with Southington HR to review their current policy for reference.

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Union contract negotiations are coming up for July 1, 2022. Ms. Lonczak will work with labor attorney and form a small committee with board members when the time is closer to negotiations.

Ms. Lonczak and Mr. Baker (Southington IT) are working with a contractor to do a system upgrade for 'File Maker' for the town. Once complete, PSHD can make an upgrade to the current database for better

inspection tracking and license processing. A quote will be given to better assist with budgeting.

PSHD will need to create a district Cosmetology code. Ms. Lonczak will draft the code to present to the board during the summer months.

SOP's, policies and procedures and memos will be generated for operational consistency.

Staff meetings are conducted each week to ensure all staff are working together and for everyone to understand the happenings of the department to better assist one another.

Fee Schedule draft was presented to the BOD members. Questions raised about need to phase certain costs.

Mr. Barry asked specifics about farmers markets. Mr. Sciota discussed public comment process. Next board meeting (April 14th) will have a public comment period.

Staffing:

Susan presented information regarding two new hires for vacant positions. The Chief and Sanitarian positions have been offered and new employees will be onboarded in the month of March.

Budget – not completed Mr. Sciota asked for budget to be submitted for review prior to the April meeting.

Motion to go into Executive Session made at 6:25 pm. Motion seconded. Exited executive session at 6:38 pm.

Motion made to close the meeting by Mr. Sciota at 6: 54 p.m. Mr. Barry seconded the motion.

Next Meeting: April 14, 2022.

Respectfully submitted,

Ms. Susan Lonczak