



**SOUTH CENTRAL HEALTH
DISTRICT**

196 North Main St.
Southington, CT 06489
860.276.6275 | schd-ct.org

BOARD OF DIRECTORS
MEETING MINUTES

Regular Meeting

Date: February 13, 2025
Time: 5:00 pm
Location: Southington Municipal Center -Public Assembly Room
196 North Main St.
Southington, CT 06489

Present: Elliott Colasanto, Chair
Robert Yamartino, Vice Chair
Ann Marie Conaty
Betsy Gaudian
Joseph Marino
Sharon O'Brien
Michael Paulhus
Susan Lonczak, DOH
George Sinnamon, CPA (Guest)
Lisa Bennett, Recording Secretary

Absent: Alex Ricciardone

Meeting called to order at 5:04 pm by Mr. Colasanto.

I. Roll call

The roll call showed a quorum was present at 5:05 pm.

II. Minutes of meeting

MOTION

Mr. Paulhus made a motion to approve September 12, 2024 meeting minutes. Ms. Conaty seconded the motion.

Motion approved by unanimous vote.

MOTION

Ms. Gaudian made a motion to approve October 8, 2024 meeting minutes. Mr. Marino seconded the motion.

Motion approved by unanimous vote.

III. Comments by Chair/Vice Chair

Mr. Colasanto has no comments and opened up the opportunity to other board members. Ms. O'Brien provided comment regarding the February DOH report, noted that the format comprehensive and informative.

IV. FY24 Audit present by George Sinnamon (SCHD Auditor)

Mr. Sinnamon presented the audit for FY24 noting that there were no findings on the report. Everything reviewed looked good and timely. He also noted that grants were filed properly and matched up appropriately. He discussed continued improvements made each year. SCHD's fund balance was at \$620,000, with \$807,000 in cash and cash equivalents at the time of audit. Mr. Sinnamon provided a comparison of other health district fund balances based on publicly available information. SCHD's fund balance is at 47% of the budget. GFOA recommends having three months on hand (33%). Investing the fund balance to earn interest was recommended.

Expenditures exceed revenues by \$117,000, which is covered by tapping into the fund balance. The deficit was intentional due to one-time expenses like fleet updates and a scanning project. It was noted that a fund balance policy is a good thing for the board to consider. A floor should be set to prevent tapping too low. A motion can be made to have a budget surplus equal to a certain percentage, unless there are extenuating circumstances.

V. New business

i. 2025 Meeting Schedule

A request was made to consider doing daytime meetings at 12:30 PM. The dates can stand, but the time was discussed. Every board member was able to accommodate the meeting time change from 5pm to 12:30pm

MOTION

Mr. Marino made a motion to approve the 2025 meeting schedule with a change to the proposed start time. The new meeting start time will be 12:30 pm.

Mr. Paulhus seconded motion.

Motion approved by unanimous vote.

ii. Federal funding update

Ms. Lonczak provided an update noting that the State DPH has advised all local health departments/districts to pause spending of federal grant funding for new staff and projects. The Workforce Development grant has already been provided in full to the district and can be spent down with no pause in activities. The three grants effected are ELC2, Immunizations, and PHEP. Ms. Lonczak will be looking for different opportunities in the months to come in an effort to offset possible losses.

iii. Union Negotiations

Ms. Lonczak provided a brief overview of Union history for newer board members. The Union was formed in 2019 with a three-year contract, primarily for sanitarian staff. A nurse and community health person were added during 2022 negotiations. The contract is up June 2025. The labor attorney used from Shipman and Goodwin is very resourceful and will aid in the process.

1. Committee member formation:

Mr. Yamartino and Mr. Marino agreed to be committee members

VI. Report by the Director of Health

Report was emailed prior to the meeting for all members to review. Ms. O'Brien commented that the report was formatted well and appreciated the work that was put into it. Ms. Lonczak answered questions and engaged in conversation regarding programs being offered in the communities. Mr. Yamartino expressed that suicide awareness programming is a need in Middlefield and would like to partner in the future to build programming for the town.

VII. Old business

- i. None

VIII. Next meeting: Thursday, March 13th, 2025 at 12:30 pm, Southington Municipal Center

IX. Adjournment

MOTION

Mr. Paulhus made a motion at 6:51 pm to adjourn meeting. Mr. Marino seconded motion.

Respectfully Submitted
Lisa Bennett