



SOUTH CENTRAL HEALTH DISTRICT

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

Director's Report - Board of Directors Meeting

Thursday, October 23, 25

(Reporting on July 1-October 15, 2025)

Modernization & Operations

The District continued to move forward with modernization and efficiency projects across Southington, Plainville, and Middlefield during this reporting period. After completing the move to the Square9 digital archiving system, SCHD launched the **public property-records portal**, giving residents online access to environmental and property health files. Some older records still have indexing errors from the original scanning vendor, but staff have implemented clear disclaimers, correction steps, and ongoing quality checks to keep the records accurate and easy to use.

Work also continued on the new **Inspect2GO electronic inspection system**. Staff finalized digital forms, set up user roles, and completed testing. The system is on track to go live in **December 2025**. Inspect2GO will replace most paper forms, make documentation faster, and shorten permit turnaround times.

On the administrative side, the District successfully moved payroll processing to **Paychex**. While the change has improved some functions, it has also presented challenges with reporting and usability. Staff are reviewing other options, and **QuickBooks Payroll** appears to be the best fit. Moving payroll and accounting into one platform would make financial processes more accurate, transparent, and efficient.

Financial Management & Grants

The FY26 operating budget was implemented smoothly, with no interruptions to programs or staffing. All Community Health Division positions were retained, ensuring continued outreach, education, and prevention services in Southington, Plainville, and Middlefield.

The **union contract** was executed for a **two-year extension (FY26–FY27)**, maintaining staffing stability and cost predictability without the need for outside legal counsel.

Grant-funded projects continue to strengthen community engagement and expand service capacity:

- **Community Life-Saving Skills Initiative (Main Street Community Foundation):** Expanded this year to include bilingual CPR and Stop the Bleed trainings, reaching over 120 residents across the District.
- **DASH to Better Blood Pressure (Hartford HealthCare):** Submitted in the fall of 2025, with **\$4,500 in funding received** to support activities through **December 31, 2025**. The program assists residents diagnosed with high blood pressure by promoting self-monitoring, healthy lifestyle changes, and community support.
- **Immunization and ELC2 Grants (CT DPH):** All funds have been fully expended. Expense and program reports have been submitted to DPH to ensure the District receives full reimbursement for any remaining invoices.
- **State Per Capita Application (CT DPH):** Submitted in **September 2025** to ensure continued state funding support for local public health operations.

Fiscal management remains strong, with quarterly reviews of revenue, spending, and per-capita contributions to ensure long-term financial stability.



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Community Health Division

The Community Health Division maintained a high level of visibility and productivity throughout the reporting period.

The **Community Life-Saving Skills Program** continued to expand, offering free CPR and Stop the Bleed trainings in collaboration with community partners. This year also introduced **Youth Hands-Only CPR** sessions, which drew a strong turnout and helped engage younger residents in basic emergency preparedness and community service. Future classes have been scheduled due to interest.

SCHD hosted multiple **vaccination clinics** in partnership with Stop & Shop Pharmacy, the Southington Fire Department, and the Southington Housing Authority. Clinics were also offered for **municipal employees of all 3 towns and Board of Education staff** in Southington and Plainville, along with on-site events for senior and housing-authority residents to improve accessibility and vaccine coverage.

In addition to community clinics, the District's **Public Health Nurse** continues to administer homebound influenza vaccinations, ensuring protection for residents unable to travel. The nurse also works closely with **school nurses across the three towns** to address communicable illness concerns and respond to vaccination requirement questions. Ongoing outreach to senior centers, housing authorities, and health-care partners further strengthens referral pathways and awareness of this program.

The District developed the **Healthy Strides Walking Group** to promote heart health, physical activity, and social connection. Biweekly walks alternate between Southington and Plainville, and participation continues to grow steadily.

The **Health Lecture Series**, led by Dr. Craig Bogdanski, continued throughout the summer and fall, offering education on cardiovascular health, nutrition, and healthy aging.

Throughout the spring and summer, SCHD maintained a strong community presence at **local events, farmers markets, and health fairs**, providing opportunities to engage with residents and share information about District services and current public-health topics. Participation in these events significantly increased SCHD's visibility and strengthened relationships with schools, civic groups, senior centers, and community organizations. Residents had direct access to prevention resources, chronic-disease screening opportunities, and health-education materials throughout the season. Healthy snacks were donated by Roger's Orchards for certain events.

Epi, SCHD's public-health mascot, has been working behind the scenes since the spring to create the **Epi's World** project. Funded through the CT DPH Immunizations Grant, the initiative reached its final stage this fall, with launch set for November 2025. Through animation, Epi teaches lessons on hygiene, germs, vaccinations, nutrition, mental health, physical activity, and safety. A key outcome of this project is a modern, user-friendly web platform that will serve as the foundation for the next generation of the SCHD website. This initiative demonstrates sustainability beyond the grant term and positions SCHD as a creative leader in public-health education.



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Environmental Health Division

The Environmental Health Division maintained an active field presence throughout the spring and summer. Between April and September, staff completed over **40 routine food inspections** and approximately **160 temporary food inspections** across Southington, Plainville, and Middlefield.

During this period, the Division conducted **12 new establishment plan reviews and opening inspections**, ensuring compliance with the Connecticut Public Health Code and local regulations.

The **summer inspection cycle** for public pools and bathing waters concluded with **100% compliance**, reflecting consistent attention to water quality and safety.

The District responded to **37 environmental investigations**, addressing indoor air-quality concerns, pest infestations, and nuisance conditions.. Staff collaborated closely with **building, zoning, and housing departments** to ensure timely correction of housing and sanitation concerns, particularly within multi-family dwellings.

The Division continues to conduct **plan reviews** for new and remodeled establishments and provide **technical guidance** to municipal partners to ensure consistent enforcement of environmental health standards. Ongoing communication with local building and zoning officials supports the safe and efficient development of new businesses and infrastructure across the three towns.

*** A **permit activity breakdown** is provided in addition to this report to illustrate the overall volume and scope of environmental health work completed during this reporting period.***

EMERGENCY PREPAREDNESS

SCHD remains actively engaged in emergency-response planning through participation in regional preparedness meetings and statewide tabletop exercises coordinated by the CT DPH Office of Public Health Preparedness and Response. These exercises strengthened communication and coordination among local partners.

A comprehensive Cold Chain Audit and Vaccine Storage and Handling Plan review were completed in August 2025 to verify compliance with vaccine-management standards.

The Community Life-Saving Skills Initiative continues to serve as a preparedness cornerstone, empowering residents with lifesaving skills while fostering collaboration community partners. Preparedness staff also reviewed shelter readiness and mass-dispensing site plans with regional partners to maintain local capacity for emergency response. Plans are still under review at this time.

DIRECTOR'S UPDATE / ORGANIZATIONAL PERFORMANCE

The District continues to demonstrate measurable progress in efficiency, innovation, and community impact. The FY26 budget was implemented smoothly, sustaining essential programs and staff. Modernization efforts—including the launch of the public records portal and the nearing rollout of Inspect2GO—have increased transparency and operational capacity.

Internally, evaluation of administrative platforms remains ongoing to ensure cost-effective management. Integration of payroll and accounting systems is being assessed to enhance workflow efficiency and fiscal accuracy.



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The District continues to identify and pursue grant opportunities, expand partnerships, and align local initiatives with state and national public-health priorities, reinforcing SCHD's role as a high-performing, multi-town health district.

STAFF DEVELOPMENT & RECOGNITION

The District continues to invest in staff growth and professional development to ensure high-quality service delivery and workforce sustainability.

- **Scott Cook**, Registered Sanitarian 2, completed certification as a **Food Inspector Training Officer (FITO)** through the Connecticut Department of Public Health, enabling SCHD to train inspectors internally. This is a huge accomplishment and positions the district well to properly train certification ready food inspectors.
- **Jala Mitchell**, Environmental Health Inspector, is working on completing the multi-step intensive food inspector certification process.
- A **Southern Connecticut State University Public Health intern** will join SCHD in **January 2026**, for the Spring semester.
- Cross-training continues among staff within Community Health and Environmental Health to strengthen continuity of operations.
- The **Epi's World** project nominated for the **Public Relations Society of America (PRSA) Mercury Award** for public-education innovation.

LOOKING AHEAD

Please visit our website for future programming and clinic dates.

All of our social media platforms offer specific information as well.

<https://schd-ct.org/>

<https://www.facebook.com/southcentralhd>

<https://www.instagram.com/southcentralct/>

<https://www.episworld.org/> (Full site will launch soon!)