



Farmington Valley Health District

95 River Road, Suite C ▪ Canton, CT 06019 ▪ Phone (860) 352-2333 ▪ Fax (860) 352-2542

Avon • Barkhamsted • Canton • Colebrook • East Granby • Farmington • Granby • Hartland • New Hartford • Simsbury

Minutes Board of Health Meeting January 8, 2019

Present: Dave Kilbon, Brandon Robertson, Tom McKeon, Diane HERNSDORF, Jadwiga Gocłowski, Jeff Shea, Melissa Appleby, Mary Jane Parlow, Debra Brydon, Jennifer Kertanis

Absent: Sue Beardsley, Pat Chieski, Beatrice Isabelle, Meghan Wishneski, Kathy Eagen, Dan Jerram, Maura Shea

- I. **Public Comments:** Dave Kilbon opened the meeting at 12:06 p.m. and asked if there were any public comments. There were none.
- II. **Minutes of the December 4th meeting:** Dave Kilbon asked if there were any comments or corrections to the meeting minutes from December 4, 2018. There were none. He asked for a motion to accept the minutes as written. Brandon Robertson 1st. Diane HERNSDORF 2nd. Tom McKeon and Mary Jane Parlow abstained. Motion carried, minutes were accepted as written.
- III. **Business:**
 - **Budget Committee Report - - Draft FY 19-20 Budget:** Jennifer Kertanis shared a copy of the draft budget for FY 19-20. Proposed budget includes a 6% increase in revenues, and a 7% increase in expenditures. There is a proposed draw-down of the fund balance of \$19,837. The Projected Fund Balance June 30, 2019 is \$432,262. Jennifer said that \$30K has been added to the personnel expenses for a part-time Epidemiologist. This is a new position outlined in our five-year strategic directions. Budget also includes “step” program for employee retention & stability. State per capita grant held at current funding levels which is below the statutory level of \$1.85. We received a \$26K grant to support training and development of our food program. Half of this revenue is recorded in FY 19-20 and the remaining will be recoded in the next FY as it is a calendar year grant. David Kilbon said that the budget reflects the goals outlined in the strategic direction we have talked about. He said that next step is the Public Hearing which will have to be published. David told the Board members to talk to their towns, the per capita will be going from \$5.50 to \$6.05 which is 10% increase. Brandon Robertson said that this accurately reflects what has been talked about and made a motion to move the FY 19-20 Draft Budget to public hearing. Tom McKeon 2nd. The motion passed unanimously. Diane HERNSDORF asked Jennifer Kertanis who the Epidemiologist was, or did she have someone in mind. Jennifer said she put out “feelers” and has met with a few other Health Districts about possibly sharing the position. Diane then asked if there was a need for a full-time position, Jennifer said probably not.

- **Finance Report:** Jennifer Kertanis Shared a Year-to-Date financial report. We have generated 51% of our revenue and expended 47% of our anticipated expenditures at this point in time. Fee revenue is tracking lower than the 2 previous years but not significantly. Miscellaneous banking costs are going up, i.e.: credit cards fees. Brandon Robertson asked Jennifer if she has gone to other banks to see what their costs are, maybe they can give us a better deal.
- **Accreditation Update:** Internal Accreditation meetings are occurring once per month. Subcommittees are also meeting to work on specific domains. Sarah has put together work plans for each domain. Community Health Assessment work includes identifying what types of consultants are out there and what specifically we will need support with. We will provide regular updates to the Board. Updates will likely change as we continue to work through how best to capture our progress and highlight significant activities. Any board suggestions are welcome. Jennifer highlighted some of the major items outlined on the one-page update.

David Kilbon reported that he and Jennifer met with the Farmington Valley Collaborative CAO and CEO's and provided a presentation similar to the one presented to the Board regarding the FVHD 5-year plan. Brandon Robertson hosted, and commented that he thought our presentation to that group was extremely helpful. David said that it is important to keep our constituents apprised.

IV. Report from the Director:

- Jennifer Kertanis said that FVHD environmental health team is fully staffed. On January 4th Laurie Brennan retired after over 30 years with FVHD. Staff had a lunch and small celebration—Laurie's request. The staff put together a video of her time at FVHD.
- Training for the new staff is going well. The new food code adoption is stalled, again and field standardization is an unknown as DPH reports they are not doing any for the foreseeable future.
- Jennifer said that a letter was received from the Commissioner of DPH, he was asked to resign by our new governor. There is no information on a replacement yet. The concept of health department consolidation continues to be a discussion and legislators from Fairfield County are holding a forum on this.
- Jennifer was asked to be interviewed by Eric Parker of WFSB News. He wants to talk about what we look for in our food inspections and what are ratings are?
- Tobacco 21, an initiative that would increase the age of purchase of tobacco and vaping products is gaining interest among the legislature and towns within the Farmington Valley. Jennifer reported that we had a student intern research this topic. It is an important public health policy. Vaping is on the rise with a nearly doubling in its use among youth. Jennifer encouraged the board to consider a position in support of Tobacco 21 as a strategy for reducing access to these products by youth. David Kilbon asked the board about a position on Tobacco 21, do we want to take a position? Debra Brydon said she is in favor of a policy, she wants to support it. Jeff Shea asked what are the ramifications of supporting Tobacco 21 or not supporting it? Will it hurt our chance for grants? Jennifer did not think so. David Kilbon said it is incumbent of us as a Board, he wants input. Melissa Appleby asked, do we really want to get involved in a policy or just as information, i.e.; pamphlets, literature? Jennifer emphasized that establishing policy is an essential service. Jadwiga Gocłowski supported a position that reduces access by youth. David Kilbon asked if Jennifer Kertanis would draft up a letter that we support reducing access to cigarettes and vaping products.

V. Other: Dave Kilbon asked if there was any other business, there was none.

VI. Adjourn: David asked if there was a motion to adjourn? Mary Jane Parlow 1st, Debra Brydon 2nd. All in favor. Meeting adjourned at 12:58 p.m.