



Farmington Valley Health District

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Minutes Board of Health Meeting June 5, 2018

Present: Kathy Eagen, Sue Beardsley, Brandon Robertson, Tom McKeon, Diane Hernsdorf, Debra Brydon, Jadwiga Gocłowski, Leslee Hill, Pat Chieski, Mary Jane Parlow, Melissa Appleby, Maura Shea and Meghan Wishneski via teleconference, Jeff Shea, Jennifer Kertanis.

Absent: Dave Kilbon, Dan Jerram, Beatrice Isabelle

- I. **Public Comments:** Kathy Eagen opened the meeting at 12:08 p.m. and asked if there were any public comments. There were none.
- II. **Minutes of the April 3rd meeting:** Kathy Eagen asked if there were any comments or corrections to the meeting minutes from 4/3. There were none. She then asked if anyone would like to make a motion to accept the minutes as written. Debbie Brydon 1st. Sue Beardsley 2nd all in favor.
- III. **Business:**
 - 1) **Year End Budget Projects:** Jennifer Kertanis shared FY 17-18 YTD Year End Projections. She said that the revenue was at 97%. Grant revenue was less than projected. Oct-Sept is the time frame for the Men's Health Grant which does not line up with our fiscal year of July-June so they sent only a portion of the grant payment. The Expenditures were tracking well. The Website/Digital File Hosting came in at \$1,400 higher than projected due to the increase in yearly cost of the ImageSilo Viewer storage charges. Theoretically this will diminish once ViewPermit is up and running. Diane Hernsdorf asked when the start date was for ViewPermit. Jennifer said she hopes to go "live" after training has been done. They are still waiting for the State to come up with a new inspection form for food establishments. Brandon Robertson asked Jennifer to remind everyone what the Walk with Ease Grant was about. Jennifer said that we received a grant of \$7,000 for the WWE program. Justine Ginsberg does this program with seniors and shares half of the money with the Torrington Health District as they do this program as well.
 - 2) **Permit Status:** Jennifer said that the Salon permits were completed in late spring but we are still chasing down a few. On May 22nd, approximately 600 annual food permit renewals were sent. So far we have received 82 applications/payments and it is tracking as it did last year at this time. Fees were increased this fiscal year and things are going smoothly.

- 3) **Accreditation Update:** The mini-grant that we received was engage Rick Matheny, as a consultant. We conducted a self-assessment and have submitted our report. Sarah Carbone has gone over 100's of documents and is working on tools to track progress, engage staff and Board. More on that in the fall. . We are also working on "branding" and all staff is involved in that process. We are planning on convening the health assessment advisory group in the fall. Kathy Eagen commended the staff for the work so far.

IV. Report from the Director: Opioid Grant: Jennifer said that FVHD convened the regional social service partners to do outreach within the Farmington Valley with providers. She shared the sample mailing with the Board.

FDA Food Code: Jennifer said that the staff is familiarizing themselves with the new food code. Erica Mikulak finishes her training next week but we still have the wait for the State to schedule their training with her. FVHD is facilitating ServSafe trainings; our training classes are no longer recognized. We are convening an advisory committee with members of regulated community and consumers as part of our AFDO Food Safety grant. We will be asking them for ideas on how to improve our processes, how to improve outreach, what trainings should be available and ideas regarding our ratings.

RGH: Men's Mental Health Grant. The school program is wrapping up, a year of resilience, we will be looking to replicate in other high schools. We are required to file a report with the Prevention Institute end of June. The funding cycle is Oct. 1. The Steering Committee is asking what the program would look like when FVHD funding is no longer available. We are looking at longer term sustainability including potential 501C3-more to come on that in the future. We are convening the town veteran liaisons again.

NAACHO: Jennifer said that she has been elected the new Vice President of NAACHO.

V. Other: Kathy Eagen asked if there were any comments. There were none. Kathy congratulated Jennifer. She also asked if we meet in July? Jennifer said that July and August meetings were subject to call. Brandon Robertson said thank you to Jennifer for attending a joint meeting with the Avon Town and Council and Board of Education. Jennifer was very well prepared and gave great answers in regards to synthetic turf on the fields. Kathy asked if there were any further comments, there were none.

VI. Adjourn: Kathy Eagen asked if there was a motion to adjourn the meeting. Leslee Hill 1st, Sue Beardsley 2nd. All in favor. Meeting was adjourned at 12:36 p.m.