



Farmington Valley Health District

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Minutes Board of Health Meeting September 10, 2019

Present: Kathy Blonski, Brandon Robertson, Jadwiga Gocłowski, Sue Beardsley, Melissa Appleby, Debra Brydon, Tom McKeon, Maura Shea via phone, Mary Jane Parlow, Warren Humphrey, Dennis Brown, Diane Hensdorf, Beatrice Isabelle, Joe Doering, Jean Donihee-Perron, Jennifer Kertanis

Absent: Dan Jerram, Jeff Shea

Regular Meeting

- I. Public Comments:** Kathy Blonski opened the meeting at 12:02 p.m. She asked if there were any public comments, there were none. She asked if each member present would introduce themselves. New members are Jean Donihee-Perron and Joe Doering.
- II. Minutes of June 11, 2019:** Kathy Blonski asked if there was a motion to accept the minutes of the June 11th meeting as written. Beatrice Isabelle commented that a correction needed to be made to move Sue Beardsley's from Absent to Present. Kathy Blonski asked if there were any other changes, noted was a change to the Agenda's item II. It should read June 11, 2019. There were no other changes. Kathy asked if there was a motion to accept the minutes with those minor changes? Jadwiga Gocłowski 1st, Diane Hensdorf 2nd. Minutes accepted.
- III. Business:**
 - a. Annual Board Officers Election:** Kathy Blonski told the Board that 2 officer positions were open, the chair and vice-chair. She nominated Brandon Robertson to take over as Chair of the FVHD. Brandon accepted the nomination. Brandon nominated Kathy Blonski to continue in her role as Vice-Chair. Kathy said she would be willing to serve. Brandon Robertson said that he was delighted to serve as Chairperson and thanked the Board for having confidence in him. Brandon said he has been a member of the FVHD Board for 18 years. He has seen a lot of change, seen good planning in motion and looks forward to working with all board members. Debra Brydon made a motion to accept the nominations; Tom McKeon 2nd. All were in favor. .
 - b. Appointments to Standing Committees (Personnel, Finance, By-laws review):** Brandon said he is required as Chair to sit on all 3 committees. Jennifer Kertanis said that the Finance Committee is required by State Statute to have an approved budget by April of each year. This committee meets most often particularly in the later fall and winter as we prepare the budget. Personnel Committee meets less often. One of the requirements of this committee is to review the FVHD Employee Handbook. The By-law committee finished a review of the by-laws in 2017, it is good practice to review them every 2-3 years. Brandon Robertson said the Finance Committee is comprised of 4 members. Right now, it is himself, Kathy Blonski, Debra Brydon and Melissa Appleby. He next asked for volunteers for the Finance Committee. Kathy Blonski, Melissa Appleby, Diane Hensdorf and Brandon Robertson volunteered. Brandon said the Personnel Committee is also 4 members and asked for volunteers. Debra Brydon, Jadwiga Gocłowski, Mary

Jane Parlow and Brandon Robertson volunteered. Jennifer Kertanis said that there is no voting for these committees.

c. Staffing Updates: Jennifer Kertanis said that Bianca Maiorino was fully certified on August 6th as a Food Inspector. Miranda Arnold should be certified soon. She finished all in-house training and all the materials were sent to DPH for field standardization. When that happens we will be fully staffed! We will start planning for the EPI position later this year. It will probably be a shared position with another health district. We are having conversations now. Brandon Robertson asked Jennifer, where do you find epidemiologists? Jennifer said we will look at the schools offering MPH programs as well as advertise among public health professional circles. Would like someone that has some public health/data experience.

IV. Updates:

- a. Annual Report:** Jennifer shared a copy of the first FVHD annual report. Brandon Robertson said that it looks great and thanked Jennifer for all her hard work. Jennifer said copies were shared with our town halls, libraries, senior/social services and others. It is also available electronically and will be highlighted on our website in our September newsletter.
- b. Opioid Mini-grant Activities:** Jennifer Kertanis announced that we received a \$10K mini-grant from the CT DPH to do some opioid prevention work. FVHD produced three, three-minute video vignettes that will communicate to the general public, young parents and older people as well. The videos are geared towards teenage boys in particular, to call 911 for help, do the right thing if their friends overdose. Older people are advised to get rid of old medication since teens will head there first. Jennifer played the videos for the Board. Brandon Robertson asked who did the filming, Jennifer said Zac Media Productions. Maura Shea asked if they will be showing this in the schools, Jennifer said yes. Jennifer Kertanis asked the Board to let her know if there were any contacts or places that we should make this available to. She said the video cost was \$4K and with other purchases we have fulfilled our grant. Jennifer said we are working on a distribution plan for videos and corresponding resources on website. We are looking at Nutmeg TV, senior centers, schools. Canton has a media person that is willing to work with us. Brandon Robertson told Jennifer, well done! Jennifer acknowledged Justine's creative contributions to the writing and filming. Warren Humphrey asked if he could show these at his selectman meeting? Jennifer said yes, you use the link.
- c. RGH 501c3:** Jennifer said the members of RGH Steering Committee were successful at completing all necessary federal and state paperwork to be designated as a 501c3. FVHD will receive grant funding through 9/30/20. Our goal in the coming year will be to transition the veteran-based resources to the 501c3 and develop the tools that set programs up for sustainability, i.e.; peer mentoring, train the trainer on-line. RGH 501c3 will have to do their own fund raising, they will need long term solutions to sustain it. They may subcontract back to FVHD for some services. Jim Hayden is on the 501c3 board of directors. We will be looking at what programs go with the 501c3 and what ones stay with FVHD. Brandon Robertson asked what their funding strategy will be. Jennifer said they are looking at grant opportunities and small donations at this time. The school-based program will stay as an offering of the FVHD.
- d. Accreditation:** Jennifer shared copies of her updated list showing where we are starting in June and then September. Green shows things that are complete, yellow is in-progress and red is not started yet. Kathy Blonski asked Jennifer if the green on the chart goes with the green typed words on the report pages. Jennifer said yes. Brandon Robertson said that he likes the report, it shows a high-level percentage of completion. Jennifer said Sarah Altieri did Gantt chart at a higher level. Jadwiga Goclowski said that we need to set timeline as years, not months. Kathy Blonski said she would like to see a date (year of completion) on the chart to see at what percentage you are done. Jennifer said she has purchased VMSG software to serve as a tracking service for us. The CHA working group is meeting regularly. She said it was nice to have the

commitment of 18 people. Kathy Blonski asked if it tracks back to accreditation. Jennifer said yes, in fact the CHA is foundational to accreditation.

- e. **Other:** Jennifer Kertanis reminded the Board of the FVHD full-scale exercise on 11/5/19. It is being held at the Thompson Brook School in Avon. We will be administering vaccine.

Brandon Robertson asked Jennifer if she will be doing an orientation with the new members of the Board and will she have a book put together for them. Jennifer said yes, she has a book and will walk them through the details. Brandon asked about the vaccinations in all the schools. Jennifer said she has not had a chance to look very closely at all of the data yet but will. We have high rates in general but there now is a disturbing downward trend. Some parents claim religious exemption. The State legislature will likely look to illuminate the religious exemption—there is no good public health justification for it. She said that some states have done away with religious exemptions all together, only exemption is for medical reasons. Jennifer said that she will be traveling next week to California with Justine Ginsberg and Leesa Philippon to the Prevention Institute for the Men's Health Grant. Brandon Robertson asked if there was any further business, there was none.

- V. **Adjourn:** Brandon Robertson asked if there was a motion to adjourn. Kathy Blonski, 1st. Sue Beardsley 2nd. Meeting was adjourned at 1:06 p.m.