



Farmington Valley Health District

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

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Minutes Special Board of Health Meeting June 11, 2019

Present: Dave Kilbon, Kathy Blonski, Jadwiga Gocłowski, Sue Beardsley, Melissa Appleby, Debra Brydon, Tom McKeon, Maura Shea via phone, Mary Jane Parlow, Warren Humphrey, Dennis Brown, Jeff Shea, Diane Hensdorf, Jennifer Kertanis

Absent: Brandon Robertson, Dan Jerram, Beatrice Isabelle

Regular Meeting

- I. **Public Comments:** David Kilbon opened the meeting at 12:05 p.m. He asked if there were any public comments, there were none.
- II. **Minutes of May 7, 2019:** David Kilbon asked if there was a motion to accept the minutes of the May 7th meeting as written. Kathy Blonski 1st, Mary-Jane Parlow 2nd. Minutes accepted, Jeff Shea and Diane Hensdorf abstained.
- III. **Comments from the Chair:** David Kilbon told the Board that he and Jennifer Kertanis had met with the Simsbury Board of Selectman on June 10th in the evening and they gave the same presentation from the November meeting with the Board. He said it went very well. David Kilbon announced that he will be resigning as Chairperson of the FVHD Board at the end of June. He will be moving to Vermont to be closer to his family. He said that he has been on this Board since June 1996. He said that he has had discussion with Brandon Robertson and Kathy Blonski regarding the Chairperson position. The Board will have scheduled elections in September. David said that it is bittersweet, it has been a pleasure to serve the FVHD.
- IV. **Business:**
 - **Year-End Budget Projections:** Jennifer Kertanis shared a copy of FY 18-19 YTD Year End Projections. She said that the projected revenue is at 98% as well as the projected expenditures. Food revenue of additional \$7K is possible if, and when the new food code begins. Because of the delay in the new food code we will not be permitting convenience stores and pharmacies that sell food which could bring us that \$7K. There is a reduction of \$15K in grants due to non-spent funds primarily in for RGH Men's Health Grant.
 - **Food Inspection Benchmarks:** We have had staff losses but are now fully staffed but two are still in training. We have 150 food inspection past due. The staff is doing a great job considering we are still down certified inspectors. Jason Brown has passed his FITO training course and is actively getting 3 of our staff certified. He is working hard to assist with trainings.
 - **Accreditation Update:** Jennifer Kertanis said she does not have a revised report for today's meeting. She has met with a software vendor. She is considering software that is available now to track our progress. The cost is about \$1,000 per year. We need to go in this direction. We have kicked off the workforce training needs assessment. We also

convened our Community Health Assessment advisory group. We had a full room of participants plus 2 of our Board members; Jadwiga Gocłowski and Mary Jane Parlow. There was expertise in mental health, data, surveillance, environmental health, nutrition, chronic disease and youth. Mary Jane Parlow said they accomplished a lot in the first meeting. It was all woman, they had great discussions and sharing of ideas. Jadwiga Gocłowski said we need more diversification, and it is something to work on. Jennifer said they developed the workforce training needs assessment that will be launched in two weeks and will be used to inform our workforce development plan. Jadwiga complimented Jennifer on keeping subjects on course. Melissa Appleby asked how many people attended? Jennifer said 15 but the ideal size would be 20. Still looking for members especially from some of our smaller towns. The next meeting is July 25th.

V. Report from the Director:

- **Legislative update:** Jennifer said in the last legislative session, budget includes a 10% cut (level funding LHD's). The Tobacco 21 bill has passed. Bill for salon inspection requirements to include aestheticians and people who do eyebrows are still being sorted out. Will eventually require changes to our regulations. DPH will be involved at some point. Bill on lead levels failed. She will get a full report tomorrow.
- **View Permit:** We will be doing training next week. The staff will be using the IPADS. Credit goes to Dianne Harding for all her hard work. The food side is still on hold. They will start using the IPADS July 1st.
- **Other:** Jason Brown successfully completed the FITO training and 25 required inspections with Bianca Maiorino are underway. Bianca should be ready for the state field testing in 30 days. The food team is very busy with temporary events and issuing food permits.

We have been issuing a monthly newsletter. It will increase visibility and public awareness about the health department; what we do and key public health issues. The Nutmeg filming continues and aligns with our seasonal hot topics and overall communication plan. Melissa Appleby asked Jennifer is she came up with sign up link? Jennifer said yes, on our website you can sign up. Jadwiga Gocłowski said the newsletter is wonderful, succinct! Debra Brydon asked if Deb Doyon can email it to the town clerks and ask them to post it when she sends the agenda? Jennifer said yes.

Resilience Grows Here: The working group received an anonymous donation. They are moving along nicely. RGH is hosting QPR trainings, mental health first aid trainings throughout the district. 501c3 application is moving along. It received state approvals and now we wait for federal approvals. David Kilbon asked when their grant year expires. Jennifer said 1 ½ years.

VI. David Kilbon asked if there was any other business. There was none.

VII. Adjourn: David asked for a motion to adjourn; Sue Beardsley 1st, Debra Brydon 2nd. All were in favor. The meeting was adjourned at 12:46 p.m.