

**SPECIAL BOARD OF DIRECTORS MEETING  
Tuesday, May 7, 2019**

**MINUTES**

**BOARD MEMBERS PRESENT:** Rosalie Averill, Chairman, Lisa Brailey, Edith Sletner, Adam Bronko, Jennifer Saks, John Zikaras, Jean Jones, Ed Kisluk, and Barbara Lombardi.

**BOARD MEMBERS ABSENT:** Tom Clifford, Michael Marganski, Sue Mis, Camille Kurtyka, Mary Connolly, and Justin Rompre.

**STAFF PRESENT:** Jessica Stelmaszek, Director of Health, Carissa Caserta, Assistant Director of Community Health Services, Melanie Dokla, Assistant Director of Environmental Health Services, and Lisa McEachern, Business Manager.

**BOARD RECORDING SECRETARY:** Betty King

**I. Call to Order and Pledge of Allegiance**

Rosalie Averill, Chairman, called the meeting to order at 7:08 p.m. The Pledge of Allegiance was recited.

**II. Acceptance of Minutes of Special Board Meeting of April 9, 2019**

**2019-48**      **ACTION TAKEN:** Motion made by to John Zikaras, accept the Minutes of the Regular Board Meeting of April 9, 2019, seconded by Adam Bronko. All Ayes. Abstain: Barbara Lombardi.

**III. Correspondence - Jessica Stelmaszek**

An e-mail was received from Theresa of the City of Shelton Board of Alderman Clerk appointing Justin Rompre to the NVHD Board of Directors.

The second budget request letters were sent to the Mayors and First Selectmen which included the individual city/town per capita allocation request, the FY19-20 budget and fees schedule. A list of our mandated and essential services that we provide was also included.

I received a letter on April 23, 2019 from New York Medical College which is the school that I received my Master of Public Health and Graduate Certificate in Emergency Preparedness from informing me that the Dean of Health Sciences

and Practice had recommended me for induction into Delta Omega, which is the National Honorary Society for Public Health.

Rosalie thanks Ed Kisluk in getting involved in getting the vacancy filled with Shelton officials to get Justin Rompre appointed to the NVHD Board.

Rosalie read a note from Gaby Reyes, Administrative Assistant thanking for the opportunity to work for a great team at NVHD.

**IV. Financial Report - Lisa McEachern**

The April 2019 Financial Report was reviewed and discussed.

**V. Chairman's Report - Rosalie Averill**

None at this time.

**VI. Director's Report - Jessica Stelmaszek**

The Director's Report was reviewed and discussed.

**VII. Committee Reports**

**a. Budget Committee – Ed Kisluk**

A discussion was held. Ed will call a Budget Committee meeting before the June 11, 2019 Board Meeting at 6:00 p.m.

**VIII. Old Business**

None at this time.

**IX. New Business**

None at this time.

**X. Adjournment**

**2019-49**     **ACTION TAKEN:** Motion made by John Zikaras, to adjourn at 7:47 p.m., seconded by Barbara Lombardi. All Ayes.