

MINUTES OF THE BOARD OF HEALTH MEETING FOR THE NEWTOWN DISTRICT
DEPARTMENT OF HEALTH, THURSDAY, JUNE 25, 2015, NEWTOWN MUNICIPAL CENTER,
LAND USE CONFERENCE ROOM, 3 PRIMROSE STREET, NEWTOWN, CT 06470

PRESENT: Donna M. Culbert - Director of Health, Dr. Robert Grossman, Chairman; Board Members:
Bernie Meehan, Herb Rosenthal, Curtis Read – via telephone; Dr. Draper – Medical Advisor

1. PUBLIC PARTICIPATION: No public participation

II. Acceptance of Minutes of Previous Meetings

Bernie Meehan made a motion to accept the minutes from the BOH meeting on January 29, 2015.
Seconded by Herb Rosenthal. Motion approved.

III. Reports of Officers and Director of Health

1. Update on District Activities

a. Health District Activities

Ms. Culbert reviewed with the Board Members Health District activities since they last met. Ms. Culbert stated that there has been a slight uptick in activity that includes septic, wells, and building permit sign offs, and noted that there has been less soil testing for new construction and repairs. Ms. Culbert noted that District business has been typical.

b. School Based Health Care Center

Ms. Culbert shared with the Board that since they last convened the school-based health center has opened. Ms. Culbert explained that enrollment is low but that there was much promotion for the 6th graders leaving Reed who will be entering the Middle School next year and it is expected that enrollment numbers will go up.

c. Community Health Efforts

Ms. Culbert explained that the Recovery and Resiliency Group, who oversee the Department of Justice Grant, continue their efforts in the community, with conclusion in December 2015. Ms. Culbert is interested in seeing what sustainable efforts will continue after the grant money is gone.

d. Lyme and Tickborne Disease

Ms. Culbert stated that Lyme and tickborne disease education efforts continue in the community. Ms. Culbert explained that the Town of Newtown is utilizing a firm to help with marketing and messaging in an effort to impact people's behavior so that tick bites and tickborne disease is minimized.

e. Western Connecticut Health Network

Ms. Culbert stated that she continues to be involved in WCHN – Greater Danbury HVCEO region. Ms. Culbert shared with BOH members that the regional planning organization has grown; member towns include those from down-county and the total region is 18 towns. Ms. Culbert noted that the local HVCEO 10-town Health Director group remains intact and meets regularly. Dr. Grossman and Dr. Draper discussed the need to contact Kevin's Community Center to understand the medical needs that the Center is meeting. Ms. Culbert noted that both she and Dr. Draper are members of the Advisory Board, but it has not met recently.

f. State of Connecticut Accreditation

Ms. Culbert explained that the State of CT is working towards accrediting the state Health Districts/Departments. Ms. Culbert noted that this will involve a large amount of time and effort and that the Health district will work more slowly and methodically in creating those efforts, which includes a Community Health Needs Assessment, strategic plan, etc. Ms. Culbert shared that the City of Norwalk is the only city in the state that has completed this and others towns are currently working on it. Mr. Rosenthal asked if there was a benefit to Accreditation. Ms. Culbert replied that ultimately it would be tied to the District's funding. Ms. Culbert further explained that the end result for these efforts is to come up with a baseline of services that every resident should have regardless of where they live.

g. Town of Monroe

Ms. Culbert shared with the Board members that the Trumbull/Monroe Health District is dissolving. Ms. Culbert explained that the Town of Trumbull took a vote to withdraw from the Health District in December 2014. Ms. Culbert is assisting the Town of Monroe by helping interview staff. Ms. Culbert stated that they will have an Interim Director for 1-3 months and a sanitarian and administrative assistant have been hired. Mr. Rosenthal asked if they would be interested in becoming a member of the NHD. Ms. Culbert explained that this had been discussed, but there were some mitigating factors, such as the fact that they are not in Region 5, not members of the HVCEO group and not in the same hospital catchment area; their services go into a different direction. Dr. Grossman added that both he and Ms. Culbert met with the Selectman and other representatives from Monroe and the consensus was that for the short-term, Monroe should go out on their own.

h. Farmer's Market

Ms. Culbert shared with Board members that the Farmer's Market has kicked off for the season in Newtown on Tuesday, June 23rd and will run every Tuesday from 2-6 through October.

IV. Old Business

None.

V. New Business

1. Board Member Appointments

Ms. Culbert shared with the BOH members that she spoke with Audrey Grasso who stated that she does not want to be re-appointed. BOH members discussed other candidates for Ms. Grasso's replacement. Ms. Culbert noted that the Board of Selectmen makes the appointments to the BOH. Mr. Rosenthal asked Ms. Culbert if he needed to be reappointed and she replied yes as well as Dr. Grossman. Ms. Culbert added that Bernie Meehan and Joan Crick were reappointed last year. Dr. Grossman will send a letter to the Board of Selectmen requesting that he and Herb Rosenthal be reappointed.

2. Resolution for Authorization to apply for funds and enter into agreements for Public Health Emergency Response and Preparedness Planning.

Dr. Grossman asked the BOH members to read the resolutions as presented.

"Be it resolved that, on June 25, 2015, pursuant to Section 19a-243 of the Connecticut General Statutes, Donna M. Culbert, MPH, PE, RS, Director of Health for the Newtown District Department of Health, is authorized to make and to approve on behalf of the District any and all contracts or amendments thereof with the State of Connecticut Department of Public Health, for the Purpose of Public Health Emergency Response and Preparedness Planning."

3. Resolution for Authorization to apply for funds and enter into agreements for Health Promotion, Health Education/Risk Reduction Programs.

"Be it resolved that, on June 25, 2015, pursuant to Section 19a-243 of the Connecticut General Statutes, Donna M. Culbert, MPH, PE, RS, Director of Health for the Newtown District Department of Health, is authorized to make and to approve on behalf of the District any and all contracts or amendments thereof with the State of Connecticut Department of Public Health, for health promotion, health education and risk reduction programs."

Bernie Meehan made a motion to accept the resolutions as presented. Seconded by Herb Rosenthal. Motion approved.

4. Review of FY 2014-2015 Budget and Audit for Year Ending June 30, 2014.

Ms. Culbert shared the Auditor's report with BOH members. Ms. Culbert explained that she has been working on the Auditor's recommendations, including meeting with representatives from the Newtown Savings Bank to discuss transferring the District's bank account from Bank of America. Ms. Culbert noted that there are some minor details to work out. Herb Rosenthal shared that both he and Dr. Grossman are/were Incorporators of the Newtown Savings Bank.

5. 22nd Annual Health Fair – October 3, 2015.

Ms. Culbert shared with the Board members that this year's Health Fair will feature a large attraction. Ms. Culbert explained that it is a 50-foot long inflatable human body – called the Mega Body. It is used for educational purposes. The Drug Free Community Grant will help fund this. Participants will be able to walk through the body to learn and understand the different systems in the body. The company will be providing a tour guide.

VI. Executive Session – Employee's Contracts

Bernie Meehan made a motion to go into Executive Session at 2:46 P.M. Seconded by Herb Rosenthal. Motion approved.

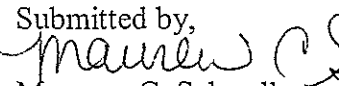
The Board came out of Executive Session at 3:10 P.M. Curtis Read made a motion to give a 5th week of vacation time to Donna Culbert, Director of Health. Seconded by Bernie Meehan. Motion approved.

VII. Any Other Business That May Properly Come Before the Board of Health

None.

VIII. Adjournment

Dr. Grossman made a motion to adjourn the BOH meeting. Seconded by Herb Rosenthal. Meeting adjourned.

Submitted by,

Maureen C. Schaedler
Administrative Assistant