



Meeting Minutes

Board of Health Meeting February 1, 2022 95 River Road Canton, CT 12 Noon

Present: Maura Shea, Brandon Robertson, Erica Robertson, Mary Jane Parlow, Jeff Shea, Chris Johnstone, Warren Humphries, Jadwiga Gocłowski, Maria Capriola, Deb Brydon, Jean Perron, Kathleen Blonski, Dan Jerram, Beatrice Isabelle, Stephanie Johnson, Jennifer Kertanis

Brandon called the meeting to order at 12:03. He asked if there were any public comments. There were none.

Minutes of January 4, 2022: Brandon asked for a motion to accept the minutes of January 4, 2022. Maria Capriola motioned to approve the minutes as written, Erica Robertson seconded. All in favor.

Business:

- a. FY 21-22 Budget Revision: Thank you to finance subcommittee – Warren Humphries, Erica Robertson and Dan Jerram
- b. Recommend increase in per capita by 7% to \$7.50 (from \$7.00)
 - i. Expected as part of strategic plan, less than what was proposed in strategic plan
- c. Action needed today from board to move to public hearing in March
- d. Jennifer Kertanis provided overview of proposed budget
 - i. Staffing changes – Assistant Director and Public Health Nurse position
 - ii. Contractor changes
 - iii. No changes for existing fees
 - iv. Temporary seasonal food permits – 2 different options (not a new permit, just gives them two different options with more flexibility based on their business model)
 1. Maria Capriola recommends education, outreach, communication
 - v. Want to revisit the non-profit issue this year – need to get it straightened out before starting Open Gov with non-profits
 1. It's not about the revenue – to be discussed at future meeting
 - vi. Dan Jerram comments that the budget reflects what the board asked Jennifer to do
 1. Jennifer Kertanis is tracking grant funded positions so we can prepare for transitioning these positions.
 2. Review of audit – opinion is that fund balance is getting high
 - a. Wants a policy to say what is an appropriate fund balance

- b. Erica Robertson would be leery of saying we have too high of a fund balance if we own a building
 - i. Reiterates that a district is not a town, and our fund balances are not comparable
- vii. Brandon Robertson suggests tasking the Finance Committee with looking into guidelines regarding fund balance
 - 1. Thanked Jennifer Kertanis and team and finance committee– feels confident. Cognizance of cliffs that are built into this budget. When funds expire, need for service may expire.
 - 2. Motion to move to public hearing
 - 3. Warren Humphries moves, Jadwiga Goclowski seconds. All in favor

2. ARPA Funding

- a. Brandon sent letter to towns asking them to set aside \$ for public health district
- b. Packet put together with suggested projects
- c. Sub-committee includes Jadwiga, Erica, Maria and Dan
- d. Jennifer Kertanis provided overview of potential funding proposals
 - i. Broke out into 1-time fixed, multi-year potential, exploratory longer-term investment of building purchase
 - ii. 1-time fixed cost
 - 1. Vehicle for transport of supplies and materials, tow trailer, community outreach
 - 2. IT upgrades for conference rooms and for remote access
 - 3. Communication consultant for work on role and value of a LHD, marketing campaign
 - iii. Multi-year
 - 1. Open Gov coverage for a few years
 - 2. Community Health Outreach Coordinator
 - a. Support of mental health, addiction, substance abuse
 - b. Health district perfectly suited to be the convener of all the SMEs and stakeholders – ID what resources are available and what's missing. Far more that a community can do
 - iv. Building Purchase
 - v. Dan Jerram comment – vehicle easy lift, more aggressive as go through spread sheet
 - 1. Building purchase – may be a cost savings
 - 2. Mental health support has been asked for by town of NH
 - vi. Maria Capriola put \$250k placeholder for Simsbury in support of public health – town is very supportive
 - 1. Can expend funds through 2026 if funds are covered thru 2024
 - vii. Erica Robertson – recommends refine and reprioritize
 - 1. Vehicle and building
 - 2. Thinks Open Gov and Outreach Coord may be more difficult sell
 - 3. Prioritize in case we get resistance
 - viii. Maura Shea
 - 1. Concerned about salary and possibility that will be making more than other high-level staff
 - 2. Jennifer Kertanis explained that this individual wouldn't be making that much but does require high level skill and pay
 - ix. Brandon Robertson
 - 1. We've been very good steward of \$
 - 2. District sees what the outcome is when additional \$ are requested – e.g., vaccine clinics

3. Suggests committee go back one more time to refine and reprioritize proposal during the month of February
 - a. Then in March board can send letter to member towns
 - b. Erica Robertson recommends demonstrate the cost savings that will come along with purchase of the building to help sell that piece
 - c. Dan Jerram – is going to become self-evident if owner has decent price and is willing to work with us
 - e. Next step is to reconvene committee
3. COVID updates
- a. Numbers improving dramatically over this past week – can see updates via weekly report
 - b. Did get a FOI request from a Farmington resident – specifically related to a daycare quarantine, had to request System Support to query records. Getting support from Farmington Corporate Council. Not a pleasant experience.
 - c. Canton dedicated annual report to FVHD – Jennifer Kertanis participated in ceremony. Much appreciated. Opportunity to make a few remarks. Positive outcome of partnerships established or strengthened.
 - i. Warren shared photo from ceremony. Dedication of annual report is a very personal thing, his dad was first to receive the dedication. Started 13 years ago. Warren wrote the citation to accompany the award and thanks her for everything she does
 - d. Governor emergency powers end on February 15th. This covers several mitigation strategies including masking in schools. Governor is submitting legislative package which will include DPH and SDE to advise regarding masking in schools
 - i. Jennifer Kertanis requests letter to legislative encouraging extension of certain Governor executive orders.
 1. Keep kids in school, community transmission still high, masks in schools work, protect staff and teachers in school setting to maintain function of schools
 2. If this is done piecemeal, town-by-town, would not go well
 3. Makes most sense to allow DPH/SDE to make necessary determinations
 - ii. Erica Robertson – agrees it will be a nightmare if it's done state-wide
 - iii. Jennifer Kertanis mentions that superintendents are concerned. CAPS put forward a request for mask mandate be extended for 60 days
 - iv. Brandon Robertson– will send letter on behalf of board supporting continuation of certain Governor executive orders.
 - v. Warren Humphries asks how this will be requested
 1. Jennifer Kertanis says she will use specific language in current mandate
 - a. Provides that the decision regarding mask wearing in schools be left to DPH and SDE
 - vi. Maria Capriola asks about regional support if legislature doesn't move thru
 1. In concept this is welcome but in realty there is not authority
4. Other
- a. George has been ill. Still working on transition of Sam to Bookkeeper
 - b. Accreditation – part of a pilot project through PHAB – back on track. Good work happening there
5. Brandon
- a. Thanks Canton and specifically Warren
 - b. Jeff Shea's last meeting – retiring end of February
 - i. Jeff - Appreciates serving on this board – echo's work done by district has been terrific
 - c. Motion to adjourn
 - i. Dan Jerram moved, Warren Humphries second

ii. All in favor

Adjourn: Meeting was adjourned at 1:15