



Meeting Minutes

Board of Health Meeting

April 5, 2022

95 River Road

Canton, CT

12 Noon

Present: Maura Shea, Brandon Robertson, Mary Jane Parlow, Jadwiga Gocłowski, Maria Capriola, Deb Brydon, Dan Jerram, Joe Doering Beatrice Isabelle, Melissa Appleby, Stephanie Johnson, Jennifer Kertanis, Samantha Carter

Public Hearing on FY 22-23 FVHD Proposed Budget

Brandon opened the Public Hearing on the FY 22-23 proposed budget at 12:02. There were no public comments. Brandon asked for a motion to close out the Public Hearing. Mary Jane made a motion to close the public hearing, Maura seconded, all in favor.

Brandon call the regular meeting of the Board to order at 12:06.

Minutes of March 2, 2022: Brandon asked for a motion to accept the minutes of March 2, 2022. Jadwiga Gocłowski motioned to approve the minutes as written, Maria Capriola seconded. All in favor.

Business

- 1) Budget for FY 22-23-Brandon asked for a motion to approve the FY 22-23 budget with total expenditures of \$2,124,961. Jadwiga motioned to approve the budget as presented, Maria seconded, all in favor. Budget adopted.
- 2) Quarterly Financial Report-Jennifer reviewed the 3rd quarter financials. We are tracking well against our budget. On the revenue side we have received 78% of our anticipated revenue including 100% of our per capita. Food revenue lags due to timing of renewals. Expenditures are at 65%.
 - a. Staffing Update-Amanda Hubbard our Public Health Nurse will start on April 11th. She has experience in long-term care and school nursing. We are excited to have her join our team. Stephanie Johnson has been approved by the Commissioner of DPH to serve in the Acting Director capacity. Transition of bookkeeping to in house has occurred and Samantha Carter is now doing this work.
- 3) Lease
 - a. 15-month lease for additional space, ELC2 grant funding

- b. Primary purpose = fixed location for vaccinations, testing, Community Health Education and Outreach
 - c. Received lease - reviewing. Will begin on May 1st. Some work repair needed (wall and sink due to pipe break).
 - d. Still do not have fully executed contract from the State DPH for ELC2, our application was due in the fall and was submitted on time.
- 4) ARPA Fund
- a. Preliminary discussion last week with Frank, Brandon and Jennifer regarding possible purchase of building. Frank will be doing some additional work to come back to the table for additional discussion.
 - b. Given delay in this are there any changes to ARPA fund request
 - i. Jennifer Kertanis says no changes
 - ii. Maria Capriola reports Simsbury dollars have been flagged for FVHD
 - iii. Dan Jerram recommends heads up/notice that FVHD is requesting \$
 - iv. Debbie Brydon says need to notify towns of request
 - v. Brandon Robertson comfortable putting forward the request to be approved as presented without the building purchase component
 - vi. Maria made a motion to send letter to towns requesting a total of \$448k in ARPA funds, with town assessment based on per capita to support FVHD needs as outlined by the ARPA Subcommittee. Jadwiga seconded. All in Favor.
- 5) Medicare Billing
- a. FVHD submitted application and has received approval for billing for COVID, flu and pneumococcal vaccine. This will provide some income for providing this service. We will now pursue approvals to get reimbursement from private insurance for same services.
- 6) Accreditation
- a. Restarting process including completion of the Community Health Assessment (CHA), and subsequent work on Community Health Improvement Plan (CHIP) and Strategic Plan. Anna Larson is coordinating our efforts and small teams are being reestablished to address each Domain.
 - b. Will be fixed item on agenda going forward

OTHER:

Adjourn: Motion to adjourn Dan Jerram and seconded by Maura Shea. All in favor.

Meeting was adjourned at 12:34