



Farmington Valley Health District

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Minutes Board of Health Meeting January 7, 2020

Present: Brandon Robertson, Jadwiga Gocłowski, Debra Brydon, Warren Humphrey, Jeff Shea, Diane Hensdorf, Tom McKeon, Sue Beardsley, Dan Jerram, Jean Donihee-Perron, Joe Doering, Dennis Brown, Beatrice Isabelle, Maura Shea by phone, Jennifer Kertanis, Sarah Altieri

Absent: Kathy Blonski, Mary Jane Parlow, Melissa Appleby

Regular Meeting

- I. **Public Comments:** Brandon Robertson opened the meeting at 12:00 p.m. He asked if there were any public comments, there were none.
- II. **Minutes of December 3, 2019:** Brandon Roberson asked if there were any changes or questions on the 12/03 Board Meeting Minutes. There were none, he asked if there was a motion to accept the minutes as written. Diane Hensdorf 1st, Jadwiga Gocłowski 2nd. Dan Jerram, Sue Beardsley, Beatrice Isabelle, Tom McKeon, Jean Donihee-Perron and Brandon Robertson abstained. Motion carried.
- III. **Business:**
 - **Quarterly Finance Report:** Jennifer Kertanis shared a copy of the FY 19-20 YTD Second Quarter finance report. She said that things are tracking well with revenue at 52% and expenses at 45%. Line item for Computer Maintenance is higher than anticipated at 78% with the replacement of older computers for some of our staff.
 - **Food Benchmark Report:** Jennifer Kertanis provided a copy of a baseline chart for food benchmarks through 12/31/19. Jennifer said that we are doing quite well even though we are down 2 food inspectors. She said we will be replacing one lost inspector and are recruiting for that position now. Brandon Robertson said that 5 years ago the numbers were much different, and the staff has done very well.
 - **Accreditation Quarterly Report:** Jennifer Kertanis provided the accreditation progress report to the Board. The bar chart shows domains 1-12 and the progress that has been made to date. The green bar signifies complete, yellow in progress and red is not started. She said that you can see that we have done very well with domain 12. Sarah Altieri and Jennifer provided a board orientation for Domain 12—“Maintain capacity to engage the governing entity.” Sarah said that they we will focus on 3 domains every quarter. Brandon Robertson said that if anyone has any thoughts on how they would like to see the data they should meet with Jennifer Kertanis.
- IV. **Report from Director:**
 - **Staffing Update:** Jennifer Kertanis told the Board that we are down 2 food inspectors. She is hiring one and would like them to be food certified. She said, out of the 6 applicants she has received so far, she has not seen any that are certified. She commented that we may consider advertising again. Jennifer told the Board that

a job description is being written for the epidemiologist position. It will be a part-time position and she would like to advertise for it in the late winter or early spring.

- Jennifer said that our work in the schools as part of Resilience Grows Here is going very well and getting rave reviews. The year long program introduces students at all grades to skill building around resilient attributes that support both mental wellness and destigmatizes mental illness and challenges.

V. OTHER: Brandon Robertson asked if there were any other questions: Warren Humphrey said he has seen in the newspapers, articles on suicide/overdoses and asked if there was anything we should be doing? Jennifer Kertanis said she was glad he asked. She explained that the epidemiologist that we will be hiring will expand our capacity to look at data and understand the burden in our communities including things like overdoses. Our RGH (Resilience Grows Here) program is specifically focusing on mental health and we have trained many in QPR (Question-Persuade-Refer), an evidenced-based suicide prevention program.

Brandon Robertson told the Board that the Finance Committee is working on a 2nd draft of the budget proposal. The per capita is on the low end of our Strategic Plan projections but increasing this new fiscal year to \$6.50. Jennifer will be sending out letters to the CEO's of each town explaining that will be their new contribution. He said that he and Jennifer will be visiting Simsbury to give a presentation next month on progress with our strategic plan and budget impacts.

Dan Jerram asked if there was any news opening the STIF account that was spoken about last meeting. Jennifer Kertanis said she is will look into it. Debra Brydon said she would provide information on how to open the account.

Brandon asked if there were any further questions, there were none.

VI. Adjourn: Brandon Robertson asked if there was a motion to adjourn. Dan Jerram 1st, Debra Brydon 2nd. Meeting was adjourned at 12:40 p.m.