



Farmington Valley Health District  
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**Minutes**  
**Board of Health Meeting**  
**Members attended via a Zoom online meeting due to COVID19**  
**October 6, 2020**

**Present:** Brandon Robertson, Kathy Blonski, Debra Brydon, Jeff Shea, Dan Jerram, Mary Jane Parlow, Beatrice Isabelle, Joe Doering, John Ward, Dennis Brown, Tom McKeon, Warren Humphrey, Maura Shea, Diane Hensdorf, Melissa Appleby, Sue Beardsley Jennifer Kertanis

**Absent:** Jadwiga Gocłowski, Jean Donihee-Perron

**Regular Meeting**

- I. Public Comments:** Brandon Robertson opened the regular meeting at 12:04 p.m. He asked if there were any public comments, there were none.
- II. Minutes of September 1, 2020:** Brandon Roberson asked if there were any changes or questions on the September 1<sup>st</sup> Board Meeting Minutes. There were no comments, he asked for a motion to accept the minutes as written. Diane Hensdorf 1<sup>st</sup>, Dennis Brown 2nd, motion passed.
- III. Business:**
  - **Quarterly Financial Report:**

All is tracking well. Salary is off because Sarah's position has not been filled.
  - **Budget Revisions:**

We are looking to increase the budget by \$287,807 which includes \$176,000 Covid grant, \$100,00 NACCHO grant and Men's Health grant.  
The Covid grant is Funding for 3 years. \$176,000 the first two years and \$80,000 the third year.  
Overtime pay is being provided to Jennifer and staff supporting contact tracing by Covid grant money. We will be keeping new hire for Community Health Position after Covid money runs out. Five-year plan would support the Community Health Position.
  - **Staffing Updates:**

We filled the registered sanitarian position with Mary Creaser. She has all her certifications and can do food and septic. We are waiting for Deidra to get certified. We are hoping this will be done next week. Pat will be out until spring. Kristin will be working extra 7 hours a week to help with the workload. Turn around may be longer. We also filled the Senior Program Associate position with Stephanie Johnson she is an MPH. She will be joining us in November. We are still looking to fill the Community Health Program position. This person will also be able to help with contact tracing and guidelines.

- **Lease:**

Our Lease will end in June. Current space is unsafe. We have several offices that are doubled up. We have no storage, trailer is full. The landlord is aware of the space issue. We were asked if we would be interested in the space across the hall. Additional rent would be \$20,000 per year. We would need to renegotiate new lease at end of year regardless. Landlord would work with us to build out office space. We will reach out to the landlord to get written proposal. Brandon Robertson in favor of getting proposal. Dan Jerram, Brandon Robertson makes a motion approve and amend adopted budget by \$287,000 Warren Hupphrey second. All in favor to increase budget

- **COVID 19 Update**

- Jennifer reports we have been steady with 15-20 cases a week below the 5% positive rate. Demographic is changing and effecting 19-23 age group.
- We meet weekly with school superintendents to discuss data and in person learning
- Weekly reports are generated by Epidemiologist, Kirstin Carew and distributed to town officials, schools, nurses, emergency managers.
- We are still working closely with long term care facilities.
- We have submitted most of our paperwork to get the Covid vaccine when it becomes available.
- Drive thru Clinics went very well. We will have 2<sup>nd</sup> one tomorrow in Simsbury. Socially distancing vaccine clinic, we found doing drive-thru works well.
- We are still getting a lot of calls from the public asking us to enforce the guidance. We have our food inspectors out inspecting and encourage everyone to wear there masks properly.

**IV. OTHER:** Brandon Robertson asked if there was any other business? There was none.

- **Adjourn:** Brandon Robertson made a motion to adjourn the meeting, Diane Hernsdorf Dan Jerram 2<sup>nd</sup> All in favor, Meeting was adjourned at 1:05 p.m.