



Farmington Valley Health District
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Minutes
Board of Health Meeting
Members attended via a Zoom online meeting due to COVID19
November 10, 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 HERNSDORF, Melissa Appleby, Sue Beardsley, Jadwiga Gocłowski, Jean Donihee-Perron, Jennifer Kertanis

Absent:

Regular Meeting

- I. Public Comments:** Brandon Robertson opened the regular meeting at 12:13 p.m. He asked if there were any public comments, there were none.
- II. Minutes of October 6, 2020:** Brandon Roberson asked if there were any changes or questions on the October 6th Board Meeting Minutes. There were no comments, he asked for a motion to accept the minutes as written. Beatrice Isabelle 1st, Diane HERNSDORF 2nd, motion passed.
- III. Business:**
 - **Lease:**

Brandon and Jennifer have been negotiating with Frank regarding lease renewal and expanded office space. Office will expansion will result in 4079 gross rentable square feet. expand to the right it includes wiring, wall removal, HVAC, paint and carpet. The new office space will consist of 4 additional offices, 2 workstations, closets and larger entry way. The current lease is \$49,954/yr. plus \$9,500/yr. for electric, trash, janitorial. Monthly rent of \$4,955. As of January 1, 2020, new lease will be \$71,382/yr. plus \$12,800/yr. electric, trash, janitorial, equaling a month rent of \$7,015. There will be a 1.5% increase every year. Brandon opened floor for questions. Kathy Blonski to make motion, to allow Board Chair to execute new lease agreement with our landlord, effective January 1, 2021 subject to minor changes.
 - **Status of audit:**

Audit is not ready. Will present on December 1, 2020.
 - **General Updates:**

Open Gov is moving along although there are some aspects of the program that are proving challenging for our septic work flows. We will continue to move forward. Dianne Harding has been leading this work. We are pleased to announce that Stephanie Johnson has joined the FVHD team and has hit the ground running.

- **COVID 19 Update:**

- Jennifer has submitted the application 3 times Each time DPH has requested minor revisions. She anticipates approval shortly.
- Jennifer reports cases continue to increase and we are seeing more community cases than we did during the peak in the spring.
- We meet weekly with school superintendents to discuss data and in person learning. We discuss the numbers and the context of the numbers to try and keep our kids in school. Kirsten has been providing weekly data summaries.
- Contact tracing is becoming more challenging as cases continue to increase however, keeping this work in-house is essential to understanding where the cases are occurring, the context of the exposures and the connections between cases.
- Working on COVID vaccine distribution planning . Storage will be an issue. The vaccine will be a two-dose vaccine. We have plans in place for small, stealth clinics for early on when we have limited vaccine and distribution will be targeted. We continue to work with town Emergency Managers on local planning.

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 2nd All in favor, Meeting was adjourned at 1:02 p.m.