



Farmington Valley Health District
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Minutes
Board of Health Meeting
Members attended via a Zoom online meeting due to COVID19
December 7, 2021

Present: Brandon Robertson, Kathy Blonski, Mary Jane Parlow, Beatrice Isabelle, Dan Jerran, Christopher Johnstone, Warren Humphrey, Maria Capriola, Maura Shea, Jadwiga Gocłowski, Diane Hensdorf, Debra Brydon, Jeff Shea, Erica Robertson, Stephanie Johnson, Jennifer Kertanis

Regular Meeting

- I. Public Comments:** Brandon Robertson opened the regular meeting at 12:03 p.m. He asked if there were any public comments, there were none.

- II. Notes from November 9, 2021:** Didn't have a quorum at last meeting. Just have notes from last meeting. No need to approve meeting minutes

- III. Business:**
 - **Audit Presentation-George Sinammon:**
 - No findings
 - Not subject to federal or state audit
 - Very challenging year
 - Review Fund Balance History
 - Myriad of grants which are subject to contingencies or changes after grant
 - \$586k fund balance. Divide by planned expenditures for next year. 34% budget on hand or 4 months on hand
 - In past FVHD has operated under two funds, capital and general
 - Added COVID fund this year – fund balance of \$29,900 carried forward for COVID Town Surcharge
 - Capital fund hasn't had activity in years
 - May want to consider increasing misc. Line item - a lot of merchant fees for credit cards
 - Last page with tracking fund balance – formula needs to be corrected
 - Deb asks if we've ever opened money market. Brandon requests discuss at future meeting
 - Dan Jerram suggests capping fund balance
 - Jennifer's concern is that municipalities are only source of revenue that is reliable. Other sources are much more variable.
 - Districts should have higher months available than towns because don't have tax revenue. Towns pay like clockwork whereas district revenue is more unreliable.
 - George recommends looking at other LHD fund balances as FVHD is in middle and suggests we are in a good place
 - Brandon considers town COVID money as a special assessment fund

- Recommendations
 - Needs more support for accounting in getting more accurate and timely data entry
- Brandon summary
 - Very unusual year with lots of grant activity
 - Non-account staff trying to get necessary information to the Board
 - Appropriate amount of fund balance
 - Revenues were strong, not a significant variance, collections good
 - Good result for fiscal year overall
 - Accept audit – motion Brandon, Maura 1st, Erica 2nd Audit is accepted as presented
- Maura wants to discuss the general fund going up to future meeting
 - George Sinnamon makes suggestion to move some of the general fund to capital fund if necessary
- **Salon Regulations:**
 - Aligning regulations with the state law
 - Jennifer reviews changes
 - Any changes to fee schedule would come with updates to new budget
 - Motion to approve salon regulations Mary Jane 1st, Jadwiga 2nd
 - Thanks Pat G. for all the changes and updates with Dianne's help
- **COVID Funding Update:**
 - Eligible for ELC2 funding
 - 65 weeks of funding
 - Proposal shared with Brandon
 - Public Health Nurse position
 - Leasing additional space
 - Frank willing to work with us short-term (65 weeks)
 - Storage for vaccine supplies and vaccinate out of fixed space
 - No long-term commitment
 - Waiting on approval from the state
- **Budget Update:**
 - Convene finance committee to start first draft of budget in the next few weeks
- **Business:**
- November is open enrollment for insurance
 - Transitioned away from BCBS to Cigna Oscar
 - Small business that aligned with Cigna
 - Always compare plans in September/October
 - Savings of nearly 10%
- **Covid Update:**
- We are in a bad place
 - Doubling of cases
 - FVHD is higher than other counties for the first time
 - Doubling of hospitalizations in last week
 - # of deaths increased by 200% for Hartford County for the last month
- Clinics
 - 1000+ kids age 5-11 vaccinated
 - Incredible group of volunteers

IV. OTHER:

- **Adjourn:** Brandon Robertson asked for a motion to adjourn. Beatrice Isabelle 1st, Maria 2nd, all in favor, Meeting was adjourned at 1:18 p.m.