



Farmington Valley Health District

95 River Road, Suite C ▪ Canton, CT 06019 ▪ Phone (860) 352-2333 ▪ Fax (860) 352-2542

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Minutes Board of Health Meeting February 4, 2020

Present: Brandon Robertson, Jadwiga Gocłowski, Debra Brydon, Warren Humphrey, Jeff Shea, Diane HERNSDORF, Sue Beardsley, Mary Jane Parlow, Melissa Appleby, Jean Donihee-Perron, Joe Doering, Dennis Brown, Beatrice Isabelle, Kathy Kane, Jennifer Kertanis

Absent: Kathy Blonski, Tom McKeon, Dan Jerram, Maura Shea

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 January 7, 2020:** Brandon Roberson asked if there were any changes or questions on the January 7, 2020 Board Meeting Minutes. Hearing none, Deb Brydon made a motion to approve, Bea seconded, all in favor.
- III. **Business:**
 - **Finance Committee-Presentation of FY 20-21 Draft Budget:** Brandon Robertson asked Jennifer to provide a high level summary of the proposed FY 20-21 budget and also reported that a letter had been sent to all municipal officials with the proposed per capita increase. Jennifer Kertanis indicated that the budget includes \$1,513,281 in revenue and expenditures of \$1,496,047 resulting in an operating balance of \$17,000. The Finance Committee felt this was reasonable given that we are going to be looking for \$50,000 in grant revenue. We are losing the RGH grant at the end of September which contributes to a reduction in our overall grant revenue. The budget also includes the increase for the ViewPoint cloud increase. Municipal per capita is budgeted at \$6.50. Jennifer also highlighted a few proposed changes and increases to fee revenue. Dennis Brown asked if fees were in line with what other towns are doing. Jennifer said it is in the same ballpark.
 - **Board Action FY 20-21 Budget:** Brandon Robertson asked if there were any questions, there were none. He thanked Jennifer and her staff for all their hard work and for keeping us on track. He asked for a motion to advance the proposed FY 20-21 Budget to Public Hearing, Diane HERNSDORF 1st, Jadwiga Gocłowski 2nd. Brandon Robertson asked if there were any objections, there were none. Motion carried. Warren Humphrey asked Jennifer when the public meeting will be held, Jennifer said at the next board meeting, March 3rd.
- IV. **Report from the Director:**
 - **Update-2019 novel Coronavirus:** Jennifer Kertanis said that information regarding the novel coronavirus is ever changing in these early months. As of this date there are 11 cases in the US. Nine of those traveled to Wuhan and 2 are close contacts of the original 9. January 31st, President Trump suspended all travel for foreign nationals, with the exception of US citizens. The citizens will only fly into 11

airports in the US. Customs and CDC agents will screen for fever and respiratory issues. If they are symptomatic they will be transferred to quarantined facilities for 14 days and not allowed to continue with travel. The latency period for this virus is between 2-14 days. Asymptomatic travelers from China travel will be screened and monitored for 14 days. The CDC, State health departments and local health departments may all be involved in this. The monitoring is voluntary. Hopefully they all will agree. Jennifer said she has a weekly call with the health departments and Melissa Marquis is reviewing our plans and protocols for this kind of emergency. Sue Beardsley asked Jennifer if she was sending out letters to all of the schools about this virus. Jennifer said she sent one update and will consider need for ongoing updates as conditions change. Key messages at this time include no cases in CT, not risk of community transition in CT and basic public health precautions like handwashing and respiratory etiquette are important.

- **Staffing Updates:** Jennifer Kertanis told the Board that she has re-posted the food inspector position. None of the candidates were food certified. She said we would prefer hiring someone with experience but they are hard to find. If we can't we will hire someone and train them. The epidemiologist job description has been written and an announcement for the position is going out today. Jennifer said they must have a Masters degree.
- **Other:** RGH will be hosting "No Wrong Doors" seminars at the Community Colleges in our area working in collaboration with other health departments. This training is part of the men's health grant focusing on what community colleges need to be doing to better prepare staff and faculty in supporting veterans and their families.

Jennifer updated the board on the Cherry Brook School situation. Letters are going out to the 15 property owners around the school and they will be doing well water sampling. They will answer any questions they may have and there will be no cost to the homeowners. Soil sampling is also being done at the school and we will be involved in reviewing the results.

NAACHO Leadership Conference will be the week of 2/24/20. Jennifer said she will be going. Brandon Robertson said that Jennifer will be the president of NAACHO next fiscal year beginning in 7/1/20.

Brandon also said that he and Jennifer are still speaking about the STIF (Short-term Investment Fund) account and moving that along.

Melissa Appleby asked if the RGH grant will be going away. Jennifer said yes, Jim Hayden (EG) will be heading up that program. They are now a 5013C.

- V. **Other:** Brandon asked if there was any other business. There was none.
- VI. **Adjourn:** Brandon Roberts asked for a motion to adjourn. Mary Jane Parlow 1st, Sue Beardsley 2nd. Meeting was adjourned at 12:37 p.m.