



Farmington Valley Health District

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Meeting Minutes

Board of Health Meeting

June 6, 2023

95 River Road

Canton, CT

12 Noon

Present: Jennifer Kertanis, Stephanie Johnson, Brandon Robertson, Debbie Brydon, Sam Carter, Mary Jane Parlow, Jadwiga Gocłowski, Warren Humphrey, Tom Fitzgerald, Chris Johnstone (Zoom), Tim Murphy, Lynn Robitaille, Melissa Appleby, Kate Glendon, Joan Kuhnly (Zoom), Dan Jerram

The meeting was called to order by Brandon Robertson, Chair at 12:07pm.

- I. Public comment: no public comment.
- II. Minutes of April 4, 2023: Brandon asked for a motion to accept the minutes of April 4, 2023. Mary Jane moved to approve the minutes; Jadwiga Gocłowski seconded. All in favor. Minutes approved.

Round table introductions of new member Lynn Robitaille. She is a Hartland resident.

- III. **Business:**
 - a. By-Laws Review and Update: Debbie Brydon reported out on the By-Law Committee review. She reported that By-Laws Committee is recommending minor additions and feels the current by-laws accurately reflect how we function. Recommendations include addition of By-Laws and Executive Committees and acknowledge the ability of the Chair to establish other committees as necessary to carry out the work of the Board. Brandon requested a motion to approve the updated by-laws. Tom Fitzgerald motioned and Debbie Brydon seconded. All in favor. Updated by-laws approved.
 - b. Year-End Projections: Jennifer presented the Board with year-to-date projections. Jennifer said we will be spending some of the remaining money and should end up with \$50,000 unspent, mostly due to unspent fringe benefits. Still waiting on specific details of Workforce Development grant from DPH.
 - c. ARPA Funds Update: Justine is taking on the role of the Outreach Coordinator, doing mental health work and Kate Glendon will be taking over Justine's previous responsibilities. Jennifer requests feedback on the way we are currently providing the ARPA funding updates. Due to staffing delays, we will be presenting budget revision.

d. Updates on Grants:

Block Grant: We have received a federal Prevention Block Grant for many years. It has provided support for some of our chronic disease prevention programming including diabetes prevention classes. It has averaged approximately \$25,000. The state has now made this a competitive grant. We have submitted our proposal. It would be \$100,000 for five years.

Workforce Development: Workforce Development is a 4-year grant. Non-competitive and FVHD will receive \$265,000 over 4 years. All LHDs are still waiting to hear specifics. Brandon proposed writing a letter to the Commissioner regarding the challenges the delay in funding is causing. Warren made a motion directing the Chair to send letter regarding grant funding delays. Tom Fitzgerald seconded.

IV. **Report from Director:**

- a. Annual Report: Working on annual report to highlight 22-23 fiscal year. It will include inspections, environmental permits, food inspections, etc. All done in-house.

V. **Other:**

- a. CHIP is moving forward. Working on a health improvement task force to help with tasks like healthy eating, active living, and aging. We would also like to have a mental health task force.
- b. Legislation update: there is talk about the state doing food audits, they lowered the lead levels which will involve additional follow-up for us.
- c. Our next board meeting will be September 5th.

VI. **Adjourn:**

Warren Humphrey motioned to adjourn; Melissa Appleby seconded. The meeting adjourned at 12:45.