



# Farmington Valley Health District

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

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## Meeting Minutes

### Board of Health Meeting

March 5, 2024

95 River Road

Canton, CT

12 Noon

Present: Jennifer Kertanis, Brandon Robertson, Warren Humphrey, Lynn Robitaille, Erin Barthel (Zoom), Suzanne Sinacori, Stephanie Johnson (Zoom), Sam Carter, Melissa Appleby, Tom Fitzgerald, Tim Murphy (Zoom), Jadwiga Gocłowski, Anna Savastano, Bradley Bremer (Zoom), Mary Jane Parlow, Joan Kuhnly

The meeting was called to order by Brandon Robertson, Chair at 12:03 pm.

Brandon moved to open the public hearing on the FVHD FY 24-25 Budget to order at 12:03 pm. Melissa Appleby 1<sup>st</sup> and Jadwiga Gocłowski 2<sup>nd</sup>. There was no public comment. Brandon motioned to close the public hearing Melissa Appleby 1<sup>st</sup> and Jadwiga Gocłowski 2<sup>nd</sup>.

The regular meeting was called to order at 12:07.

- I. Public Comment: No public comment.
- II. Minutes of February 6, 2024: Brandon asked for a motion to accept the minutes of February 6, 2024. Suzanne Sinacori moved to approve the minutes; Melissa Appleby seconded. All in favor. Minutes approved.
- III. Business:
  - a. Adoption of FY 24-25 Budget: Jennifer presented the budget to the board. Melissa Appleby asked about the amount of unassigned balance. Jennifer indicated that the budget proposes using \$60,000 of unassigned fund balance which still leaves a projected fund balance of \$883,550. Motion to approve the 24-25 budget. Tom Fitzgerald moved to approve the motion; Joan Kuhnly seconded. The board approved the 24-25 budget.
  - b. FY 23-24 Budget Revision: Jennifer reported that the budget revision was required because of an additional \$80,000 grant from NACCHO. The revision includes:
    - \$10,000 one-time cost for consultant to assist with communications.
    - Additional funding for infectious disease consultant funded by the grant.
    - \$20,000 one-time cost for strategic plan consultant.
    - Additional professional development money funded by NACCHO Grant
    - OpenGov money to be used to finalize the platform for septic and output documents.
    - Move \$13,498 in subcontractor money from Emergency Preparedness to salary for Kristin Kelley.
    - Computer maintenance money will be used to replace older computers.

Motion to approve revised 23-24 budget. Warren Humphrey moved to approve the motion; Jadwiga Gocłowski seconded. All in favor to approve 23-24 budget revision. Board members spoke on the value of hiring an external consultant to assist with the Strategic Plan. Warren asked about the timing and Jennifer indicated that she was optimistic that we could get the Strategic Plan work moving in this fiscal year.

IV. **Other:**

- a. Accreditation-Executive Summary: Jennifer provided a copy of the summary that the Board requested at the last meeting. Melissa Appleby asked for a definition of what CHIP stood for in the document. Others commented that it was a good summary.
- b. Legislative Activity: Jennifer reported that CADH hosted a legislative breakfast at the Capitol to focus on the importance of investing in local public health. She shared signs that were made that contrasted the cost of a cup of coffee over time and the investment in local public health. Funding from the State has not increased substantially in 25 years. We are tracking a number of bills having to do with confidentiality of certain environmental data, Tobacco Settlement funds and elimination of requirement that all food service establishments register with CT DPH before we permit them. Tom asked about how new State funding would be used if we are successful in getting an increase. Jennifer commented that most of our community health work is supported by grant funds and this would be very helpful in supporting ongoing funding.

V. **Adjourn:**

Suzanne Sinacori motioned to adjourn; Warren Humphrey seconded. All in favor. Meeting adjourned at 12:37pm.