



# Farmington Valley Health District

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## Meeting Minutes

### Board of Health Meeting

September 3, 2024

95 River Road

Canton, CT

12 Noon

Present: Jennifer Kertanis, Brandon Robertson, Debbie Brydon, Tom Fitzgerald, Melissa Appleby, Warren Humphrey, Lynn Robitaille, Sandy Yost, Erin Barthel, Suzanne Sinacori, Stephanie Johnson, Sam Carter, Anna Savastano, Mary Jane Parlow, Jadwiga Gocłowski, Brad Bremer, Mark Nickel, Joan Kuhnly (Zoom), Anna Larson (Zoom), Dan Jerram (Zoom)

The meeting was called to order by Brandon Robertson, Chair at 12:08 pm.

- I. **Public Comment:** No public comment.
- II. **Minutes of June 4, 2024:** Brandon asked for a motion to accept the minutes of June 4, 2024. Suzanne Sinacori moved to approve the minutes; Deb Brydon seconded. All in favor. Minutes approved.
- III. **Business:**
  - a. Annual Board Officer Elections: Brandon Robertson is willing to remain on the board as Chair. Warren Humphrey motioned; Mary Jane Parlow seconded. All in favor. Brandon recommends Melissa Appleby for Vice Chair. Warren Humphrey motioned; Deb Brydon seconded. All in favor.
  - b. Standing Committee Appointments:
    - Personnel - Members of this committee are Brandon Robertson, Deb Brydon, Jadwiga Gocłowski, and Suzanne Sinacori. All members agree to stay on the committee. Move to reappoint. Sandy Yost motioned; Erin Barthel seconded. All in favor.
    - Finance - Members of this committee are Dan Jerram, Warren Humphrey, Melissa Appleby, and Brandon Robertson. All members agree to stay on the committee. Move to reappoint. Deb Brydon motioned; Mary Jane Parlow seconded. All in favor.
    - By-Laws - Members of this committee are Mary Jane Parlow, Erin Bartel, Deb Brydon. All members agree to stay on the committee. Warren motioned, Suzanne Sinacore seconded. All in favor.
  - c. CT Paid Leave: Jennifer Kertanis spoke about the new legislation that passed for the Health Districts to pay into the CT Paid Leave. Jennifer Kertanis suggested that the district pay .05% the first year. Because it is such a small amount the board doesn't feel they need to review or approve and additional contributions will be considered as part of the budget process.

- IV. **Director Updates:** Jennifer Kertanis spoke about the health improvement plan. We hired a consultant to assist with design, distribution strategy and overall marketing and communication plan for the coming year. More to share once completed. Jennifer thanked our towns for their help in getting the message about the positive EEE mosquitoes in the community.
- V. **Strategic Planning Session:** Jennifer Kertanis introduced Mark Nickel. Mark is with Cross Sector Consulting and will be facilitating our strategic planning process. Mark presented a PowerPoint presentation on the strategic plan. It included an overview of the strategic planning process, a timeline, a review of our Mission, Vision and Values, an overview of our budget, organizational chart, our statutory mandates and functions and a summary of the staff SWOT Analysis. He answered questions and asked the board to be on the lookout for a short survey. Mark reported that the survey would take approximately 15-20 minutes and urged 100% participation.
- VI. **Adjourn:** Warren Humphrey motioned to adjourn; Deb Brydon seconded. All in favor. The meeting was adjourned at 1:33pm.