



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

December 10, 2024

95 River Road

Canton, CT

12 Noon

Present: Jennifer Kertanis, Warren Humphrey, Sandy Yost, Suzanne Sinacori, Stephanie Johnson, Sam Carter, Mary Jane Parlow, Jadwiga Gocłowski, Dan Jerram (Zoom), Tom Fitzgerald, Debbie Brydon, George Sinnamon

The meeting was called to order by Warren Humphrey at 12:05 pm.

- I. **Public Comment:** No public comment.
- II. **Minutes from October 1, 2024:** Warren asked for a motion to accept the minutes of October 1, 2024. Jadwiga Gocłowski moved to approve the minutes; Mary Jane Parlow seconded. All in favor. Minutes approved.
- III. **Business:**
 - a. Presentation of Audit: George Sinnamon presented the audit. George said that pages 29 and 30 were missing from the audit. George said he found no issues with compliance. No findings with the audit. We need to keep working on allocations of expenditures to all the grants. All but \$49,792 was spent from our two-million-dollar budget. We have a 6-month reserve; most districts have a 3-month reserve. We were over in the telephone expense due to the upgrade of tablets.
 - b. Budget Update: Jennifer Kertanis met with the finance committee. The committee needs to make a few minor changes. It was discussed to leave the per capita unchanged at \$7.50. The expected expenditure for 25/26 is 1.9 million.
 - c. Staffing Updates: Jennifer Kertanis reported that we had food inspector leave. We have posted the job and are hoping to hire someone with certifications in food and septic. We will have senior staff retiring in the next two to three years so having an experienced sanitarian would be helpful. We know that finding someone with experience is extremely hard to find.
 - d. Strategic Plan Update: The committee met with the consultant. They produced a first draft with four overarching goals. We currently do three of them and one might be a stretch to achieve. We hope to present in January. Having the consultant has been extremely helpful.
- IV. **Community Health Improvement Plan:** Jennifer was hoping to have the hard copies of the CHIP to hand out at today's meeting. We should have them in the next day or two. Stephanie Johnson gave a PowerPoint presentation to show the final CHIP. We plan to make posters, banners, and rack cards with a QR code on them to the full CHIP. We plan to meet with the town officials to give them their copies.

V. **Adjourn:** Tom Fitzgerald motioned to adjourn; Deb Brydon seconded. All in favor. The meeting was adjourned at 12:56pm.