



Northeast District Department of Health

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NDDH Special Meeting Minutes

July 2, 2018 at 10:00a.m.

NDDH conference room

- 1) Call to Order at 10:06a.m.
- 2) Board Attendance: Tammy Wakefield, Donna Grant (by phone), Elaine Lippke, Lana Salisbury, Nate Swift, Orla McKiernan Raftery (by phone), Sue Starkey, DoH and Melissa Nichols Finance & HR Manager
- 3) Personnel Policies
 - A. The Personnel and Finance Committees met on June 26 and Recommended Vacation, Sick, Personal and Floating Time-Off and, effective 11/1/2018, there will be no accrual of Vacation Time beyond 120 hours. Nate Swift Motioned to accept the recommendations. Discussion included the impact including: The Employee Manual language references to ETO will be eliminated and the Vacation, Sick, Personal and Floating Time-Off policies will remain; staff will have time to use their Vacation time on books before the accrual limit goes into effect. Motion passed, all in favor.
- 4) Motion to Adjourn made by E. Lippke and Seconded by L. Salisbury. Motion passed, all in favor.