

NDDH Board of Directors Meeting Minutes

Date: January 10, 2019 – 3:00 PM

Location: NDDH Conference Room
69 South Main Street, Unit 4
Brooklyn, CT 06234

This meeting was called to order at 3:01 PM by Vice Chair, David Griffiths

1. Roll Call

Present: Robert Kelleher, Brooklyn; Elaine Lippke, Borough of Danielson; Heidi Clifford, Borough of Danielson; David Griffiths, Killingly; Deborah Richards, Eastford; Donald Gladding, Plainfield; Robert Kerr, Plainfield; Barney Seney, Putnam; Lana Salisbury, Sterling; Delpha Very, Thompson; Orla McKiernan-Raftery, Thompson; Nathan Swift, Union; Bob Andrews, Woodstock

Donna Grant, Pomfret, Tammy Wakefield, Killingly, and Luther Thurlow, Canterbury were excused with notification. Gail Dickinson, Woodstock, and Robert Grindle, Hampton were absent.

Staff Present: Susan Starkey, Director of Health, Anna Griggs, Administrative Assistant.

2. Review of meeting documents

3. Audience of Citizens (Opportunity for Public/Staff Participation) – Presentation by John Miller on upcoming Board of Health retreat.

4. Minutes: November 8, 2018

Motion was made by N. Swift to approve the Minutes of the November 8, 2018 meeting. Seconded by B. Seney, with corrections to reflect that H. Clifford did not make any motions not vote. R. Kelleher, E. Lippke, D. Griffiths, D. Richards, D. Gladding, R. Kerr, L. Salisbury and D. Very voted in favor, motion passed.

5. Communications

- An email resignation from Arvind Shaw stating he can longer represent the town of Eastford on the NDDH Board
- A letter of appointment from the town of Eastford stating that the new town representative for Eastford is Deborah Richards
- A letter from the Commissioner of CT State DPH thanking NDDH for their efforts in the statewide influenza campaign
- An email from Uncas Health Director thanking NDDH (Linda and Janine) for their participation in the tobacco cessation program

6. Financial Report –

A. Motion was made by E. Lippke and seconded by R. Kelleher to accept the \$0.34 increase in per-capita. D. Griffiths, D. Richards, D. Gladding, R. Kerr, B. Seney, L. Salisbury, D. Very and N. Swift voted in favor, motion passed.

B. Motion was made by E. Lippke and seconded by B. Seney to accept the updated list of approved vendors who do not need BOH approval for payment of over \$5000. R. Kelleher, D. Griffiths, D. Richards, D. Gladding, R. Kerr, L. Salisbury, D. Very, and N. Swift voted in favor, motion passed.

This list includes:

- Medical insurance
- New England healthcare dues
- Auditors
- Payroll
- Contracts with other health departments.

C. Motion was made by B. Seney and seconded by N. Swift to approve vendor payment policy, via check, online, eft or auto-pay. R. Kelleher, E. Lippke, D. Griffiths, D. Richards, D. Gladding, R. Kerr, L. Salisbury, and D. Very voted in favor, motion passed.

7. New Business – Director of Health Evaluation – executive session. Motion was made at 4:10pm by E. Lippke and seconded by B. Seney to enter into executive session. R. Kelleher, D. Griffiths, D. Richards, D. Gladding, R. Kerr, L. Salisbury, and D. Very and N. Swift voted in favor, motion passed. Meeting resumed at 4:47pm.

8. Adjournment – Meeting adjourned at 4:48PM