



Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234

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NDDH Board of Directors Meeting Minutes

Date: January 9, 2020 – 3:00 PM

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

1. Commencement

This meeting was called to order at 3:00 pm by David Griffiths.

2. Roll Call / Citizen Participation

Present: Robert Kelleher, Brooklyn; Luther Thurlow, Canterbury; Elaine Lippke, Danielson; Robert Grindle, Hampton; David Griffiths, Killingly; Heidi Clifford, Killingly, Rober Kerr, Plainfield; Jorge Martinez, Pomfret; Lana Salisbury, Sterling; Delpha Very, Thompson; Nathan Swift, Union; Gail Dickinson, Woodstock

Paul Torcellini, Eastford, Donald Gladding, Plainfield, arrived late.

Excused with notification: Ann Hinchman, Pomfret

Staff Present: Susan Starkey, Director of Health, Melissa Nichols, Finance/HR, Anna Griggs, Administrative Assistant

3. Minutes: November 14, 2019

Motion was made by E. Lippke to approve the minutes of the November 14, 2019 meeting.

Seconded by R. Kerr. R. Kelleher, L. Thurlow, R. Grindle, D. Griffiths, H. Clifford, J. Martinez; L. Salisbury; D. Very, N. Swift and G. Dickinson all in favor, motion passed.

4. Communications

- Robert Grindle reappointed to the Board for a three-year term, expiring 11/6/22
- David Griffiths reappointed to the Board for a three-year term, expiring 7/18/22
- Ann Hinchman appointed as Pomfret's representative, term expiring 11/16/22
- Jorge Martinez appointed as Pomfret's alternate, term expiring 11/16/22
- Canterbury Old Home Day email
- Hartford Health Department Audit

5. Reports

- a. Finance Committee – The estimated per capita was presented with an increase of no more than \$0.50, becoming approximately \$5.75 for FY21.

Motion was made by E. Lippke to approve the estimated per capita increase of no more than \$0.50 for FY21. Seconded by H. Clifford. R. Kelleher, L. Thurlow, R. Grindle, D. Griffiths, D. Gladding, R. Kerr, J. Martinez; L. Salisbury; D. Very, N. Swift and G. Dickinson all in favor, motion passed.

- b. Personnel Committee – In accordance with NDDH by laws the Personnel Committee conducted the Director of Health’s Annual Performance Evaluation.

At 3:13 pm a motion was made by D. Gladding to enter executive session for discussion of the Director of Health’s Evaluation. Seconded by N. Swift. R. Kelleher, L. Thurlow, E. Lippke, R. Grindle, D. Griffiths, H. Clifford, R. Kerr, J. Martinez; L. Salisbury; D. Very and G. Dickinson all in favor, motion passed. The Director of Health was invited to stay during executive session discussion, M. Nichols and A. Griggs were excused at this time. Regular meeting resumed at 3:57 pm.

6. Adjournment – Motion was made to adjourn at by D. Very. Seconded by R. Kelleher. L. Thurlow, E. Lippke, P. Torcellini, R. Grindle, D. Griffiths, H. Clifford, D. Gladding, R. Kerr, J. Martinez; L. Salisbury, N. Swift and G. Dickinson all in favor, motion passed, meeting adjourned at 4:07 pm.