



Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234
 860-774-7350 / Fax 860-774-1308 www.nddh.org

Northeast District Department of Health Board Meeting Agenda

Date: November 12, 2020 Time: 03:00 PM Eastern Time

Location: This meeting will be conducted remotely. Materials for the meeting will be posted on the NDDH website. Comments may be submitted (24 hours) prior to the meeting to email@nddh.org.

Join Zoom Meeting

<https://us02web.zoom.us/j/84013392063?pwd=Uk5yWUtzWIBhcDIwNEVDU0hmUnkrdz09>

Or Call in: +1 646 558 8656 US (New York) Meeting ID: 840 1339 2063 Passcode: 750146

Or One tap mobile +13126266799,,84013392063#,,,,,0#,,750146# US (Chicago)

1. Commencement/Attendance/Roll Call
2. Citizens participation
3. Approval of September 10, 2020 Meeting Minutes*
4. Communications
 - Online Questions
 - Introduction to New NDDH Employees:
 - Steve Knauf, Registered Sanitarian
 - **Vacant:** Administrative Assistant
 - COVID-19 Epidemiology/Lab Capacity Grant-Funded Positions
 - Jessica Fuller, Contact Tracer/Vaccination Assistant
 - Anna Griggs is now a Contact Tracer/Vaccination Assistant
 - Amanda Sanelli, Health Educator/Epidemiology
 - **Vacant:** Compliance and Logistics Official
5. Reports
 - A. Finance Committee
 - a. Auditors Report; Fiscal Year 2020 Budget
 - i. Amend Audit Revisions
 - ii. Adopt Audit*
 - b. Fiscal Year 2021 Financial Update
 - c. Vote to approve additional payroll expenses*
 - B. Executive Committee
 - a. Union Negotiations; Union Contract Approval*
 - C. Personnel Committee
 - a. Vacation Policy Recommendation

Years of Employment	Accrual Rate: (Hours per Week) Days per Year	Recommended Vacation Bank Limit
1-3	(1.583) 10	120
4-5	(2.307) 15	140
6-10	16-20	160

*Vote anticipated

- b. Director Evaluation Forms -due at or before the January 2021 meeting
- D. Director of Health
- E. Board Member Reports
 - a. Bob Kelleher-Brooklyn
 - b. Luther Thurlow-Canterbury
 - c. Elaine Lippke-Danielson
 - d. Paul Torcellini-Eastford
 - e. Robert Grindle-Hampton
 - f. David Griffiths-Killingly
 - g. Donald Gladding-Plainfield
 - h. Ann Hinchman-Pomfret
 - i. Putnam
 - j. Lana Salisbury-Sterling
 - k. Orla McKiernan-Raftery-Thompson
 - l. Nate Swift-Union
 - m. Gail Dickinson-Woodstock
- 6. Unfinished Business
 - A. Committee Appointments
 - a. By-Laws *
 - b. Personnel Committee*
 - c. Finance Committee*
 - i. Finance Committee Chair*
 - d. Reopen Committee*
- 7. New Business
- 8. Adjournment*

Attachments

- Draft September 10, 2020 Board Meeting Minutes
- The *Draft Fiscal Year 2020 Audit Report* was sent in an email dated 11/2/2020
Fiscal Year 2021 Budget Revision Recommendation from the Finance Committee
- SEIU Contract Change Recommendations from the Negotiating Committee/Executive Committee
Director of Health Reports of Activities
Strategic Plan Update
Grant Report Update:
- Standing Committee and Committee Member Lists

Board members are responsible for contacting their Town Alternate if unable to attend a meeting. Please inform Melissa Nichols at 860-774-7350 or by email mnichols@nddh.org to report a planned absence.

Direct Questions/Comments regarding BOH meeting to: email@nddh.org

Minutes are available for review before meeting

*Board and Committee Meeting minutes available for review before the Board meeting at:
<https://www.nddh.org/about-nddh/board-of-health/agendasminutes/>*

*Vote anticipated