



Northeast District Department of Health

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NDDH Board of Health Executive Committee Meeting Minutes

Date: Friday – June 2, 2023 1:00 p.m.

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

Attendees: Robert Kelleher, Elaine Lippke, and Ann Hinchman

Absent Excused: Lana Salisbury

Guest: Orla McKiernan-Raftery

NDDH Staff: Melissa Nichols, Finance Manager; Janine Vose, Public Health Nurse; Amanda Gonzalez, Public Health Programs Manager; Linda Buisson, Administrative Assistant

Call to Order

The meeting was called to order at 1:03 p.m.

Review of Minutes*

April 25, 2023, DRAFT minutes. E. Lippke motioned to accept the minutes as presented. A. Hinchman seconded the motion. Vote taken. R. Kelleher, A. Hinchman, and E. Lippke all in favor. Motion carried. (3-0-0)

NDDH Infrastructure

Today's Union negotiation meeting was cancelled. There was a discussion regarding whether Union negotiations would be completed by July 1st. The next date the Union representative suggested is June 16th. Not everyone will be available however, only one member of the Executive Committee is necessary to be in attendance. The DoH will return to the office on June 5th and we will check her availability.

Finance Manager mentioned possible FY24 infrastructure to the budget and how NDDH will provide services to the district with our current staff.

FY24 Budget Discussion

a. There is \$561K in grant money. This is for just under 13,000 hours of work. In perspective, everyone generally works 2,080 hours. There is a timeframe wherein we do not have the grant

funding, or reward of the grant, but know they are on the horizon. The finance manager spoke with two local health districts to ask how they handle the situation. They would float funds to pay workers from the general funds. Both health districts admitted to a risk in doing so, in the event the grant does not come through.

Adjournment*

E. Lippke motioned to adjourn. A. Hinchman seconded. R. Kelleher, E. Lippke, and A. Hinchman in favor. Motion carried. (3-0-0)

The meeting was adjourned at 2:24 p.m.

Respectfully submitted,
Linda Buisson
NDDH Administrative Assistant