



Northeast District Department of Health

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

860-774-7350 / Fax 860-774-1308 www.nddh.org

BOARD MEETING AGENDA

Date: June 8, 2023 **Time:** 3:00 PM Eastern Time

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

1. Call to Order
2. Commencement and Attendance
3. Citizen Participation (5-minute time limit)
4. Approval of Meeting Minutes: April 13, 2023*
5. Communications
 - a. Letters were sent to selectmen of Canterbury, Hampton and Putnam advising of Board Representative Vacancies (April)
 - b. Letter from DPH certifying K. Stafko as a Food Inspector (April)
 - c. Letter from DPH certifying that both J. Warner and A. Gonzalez are certified for Subsurface Phase I (April/May)
6. Reports
 - a. Executive Committee
 - Union Negotiations*
 - April 28 NECCOG Meeting
 - Letters to DPH and Local Legislators
 - Status Update on Director of Health – Executive Session*
 - Acting Director Coverage
 - b. Finance Committee
 - YTD Financial Report
 - Year-End Discussion
 - FY24 Budget
 - Grants
 - QPR Fee Based Program
 - Additional Fee Approval to Fee Schedule*
 - Tick submissions
 - Vacation Buyout*
 - Staff Luncheon*
 - c. Personnel Committee
 - DoH Evaluation Form *Revised**
 - Employee Manual Office Hours *Revised**
 - NDDH Benefit Plan*
 - d. Director of Health Report *Revised* (in packet)*

7. Unfinished Business
 - a. Facility Status
 - Damages from Burst Pipe
 - Detailed Loss Items to Town
 - 2019 Communicable Disease Documents
 - Conference Room Rug
 - New Generator
8. New Business
 - a. Nominating Committee Appointment*
9. Adjournment*