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North Central District Health Department

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Patrice A. Sulik, MPH, R.S.
Director of Health

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT
BOARD OF DIRECTORS
MINUTES OF SPECIAL MEETING
Zoom Meeting
Wednesday, January 13, 2021
7:30 PM

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VERNON TOWN CLERK
21 FEB -3 PM 2:17

Members Present: Diane Wheelock, Chair, Fred Journalist, Maria Whelden, Chris Abraham, Dawn Hunt, Vic Mathieu, Trisha Vayda, Michele Kervick, Ben Rodriguez, Greg Stokes, Jason Walsh, Dianne Trueb, Catherine Cannon, William Meier

Members Absent: Len Norton, Shannon Grant, Dawn Maselek, Matthew Maynard

Also, Present: Joe Mueller, Enfield Town Council and Patrice Sulik, Director of Health.

Call to Order/Determination of Quorum

Chairman Diane Wheelock convened the meeting after determining there was a quorum present after the Public Hearing closed at 7:30 PM.

Board Chair Report

Diane Wheelock discussed the distributing of the "Change the Script" masks; "Change the Script" is the public messaging in the District's opioid prevention grant that encourages people to change the stigma surrounding opioid abuse. Masks were distributed to Board Members with talking points and information. Diane asked that they also be distributed to each Member-Towns Town Council Members as they have significant contact with the communities we serve. This is a great way to get the word out to the public, especially given that the pandemic has limited the opportunities for outreach!

Director of Health

Patrice summarized activities, focusing on COVID response and vaccination activities in the community.

Action on Consent Agenda

1. Proposed Budget FY21-22

A motion was made by Maria Whelden, seconded by Fred Journalist to approve the Proposed Budget for FY21-22, which maintains the current per capita rate to the District's Member-Towns. The motion carried unanimously.

2. Update on Headquarters remodel. Len Norton was not available-Len is going to connect with Enfield Builders on the details of the pricing for the remodel. Diane Wheelock mentioned that there may be space that does not need much remodeling in a Vernon Enterprise Building. Board Members are interested in seeing the space. Diane will set up times to view the space in a manner which will allow everyone to remain socially distant.

Committee Updates and Discussion

1. Finance – Maria Whelden, Chair-no update

A motion was made at the last meeting regarding the transferring of funds. The motion needed to be reconsidered for accuracy and clarification. Patrice was asked to read the reconsidered motion into the record.

A motion was made by Maria Whelden, seconded by Vic Mathieu to return the unused funds transferred from reserve accounts or the undesignated fund balance during FY 2020, back to those accounts as specified:

Transfers that were made:

From undesignated Fund Balance	\$35,235 (which includes \$581 from MRC Grant Carryover)
From Building Improvement Reserve	\$35,000
From Security Reserve	\$15,000
Subtotal:	\$85,235

Expenditures against these Transfers:

Building Improvements	\$16,378
MRC Grant	\$581
Building Security Improvements	-0-
Subtotal:	\$16,959

Return of unspent Transferred Funds is:

Undesignated Fund Balance	\$34,654
Building Improvement Reserve	\$18,622
Security Reserve	\$15,000
Total:	\$68,276

The reconsidered motion passed unanimously.

2. Short and Long-Term Planning – Ben Rodriguez, Chair-no update.
3. Capital Improvements – Shannon Grant, Chair-no update.
4. Personnel – William Meier, Chair-Bill mentioned that he is working with Patrice on an Organizational chart to inform the future of the District.

New Business

1. Review of District's pension plan.

Jim Marlor was present to review the District's pension plan. Mike Roach was also present but was not able to unmute. The change for 2021 is that Mass Mutual sold the District's investments to EmPower.

The plan's investment choices have a very low expense ratio (0.85%).

Adoption of Minutes

A **motion** was made by Bill Meier, seconded by Vic Mathieu to waive the reading of the Minutes of the Special Meeting of the Board of December 16, 2020, and that Minutes of said meeting be approved. The motion carried with Jason Walsh abstaining.

Adjournment

There being no further business to discuss, a **motion** was made by Vic Mathieu and seconded by Fred Journalist to adjourn. The motion carried unanimously, and the meeting adjourned at 8:47 PM.

Respectfully submitted,

Patrice A. Sulik
Director of Health

Next Board Meeting: Wednesday, February 10, 2021, Location TBD