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# North Central District Health Department

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- Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 \* (860) 872-1501 Fax (860) 872-1531
- Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 \* (860) 465-3033 Fax (860) 465-3034
- Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 \* (860) 684-5609 Fax (860) 684-1768

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

## AGENDA

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT

Special Meeting

Zoom Meeting

<https://us06web.zoom.us/j/81256187581?pwd=aUI0RGQveG9zK3RLQ05qdzB0WE44UT09>

Meeting ID: 812 5618 7581

Passcode: 076186

1 929 205 6099 US (New York)

Wednesday, August 11, 2021

6:00 PM

- A. Call to Order/Determination of Quorum
- B. Executive Session Personnel Matters
- C. Public Hearing None
- D. Chairman's Report Update on Building Remodel
- E. Director of Health

Monthly Report Review and Update of Pending Business Items -- (Provided in written form by the Director to the NCDHD Board. Discussion and clarification -- no action required at this time). Focus on COVID response. Attachment 1 & 2

- F. Action on Consent Agenda -- Items requiring routine approval.
- G. Committee Updates and Discussion -- (reports provided in written form for discussion - any action would follow in New Business)
  - 1. Finance -- Maria Whelden, Chair (Preliminary End of Year Financials) Attachment 3
  - 2. Short and Long-Term Planning -- Ben Rodriguez, Chair
  - 3. Capital Improvements -- Chair is vacant
  - 4. Personnel -- William Meier, Chair
- H. New Business
  - 1. End of year Budget Transfer Requests. Attachment 4
  - 2. Review of internal budget adjustments. Attachment 5
  - 3. Discussion of unused employee vacation time.

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4. Review of Deputy Director Job Description. Attachment 6
5. Review of current and proposed Organizational Charts.
6. Request for additional tuition funding for staff member.
7. Wages for PT Nurse
8. The NCDHD Board moves to contract with (selected plan) for dental insurance for 1 year.  
Attachment 7
9. Acknowledgement of Volunteers

I. **Identification/Adoption of Additional Agenda Item**

J. **Adoption of Minutes**

The NCDHD Board of Directors waives the reading of the Minutes of the Special Meetings of the NCDHD Board on April 28, 2021, and July 14, 2021, and that Minutes of said meetings be approved. Attachment 8

K. **Informational Items, Petitions, Communications, Correspondence, Reports, etc. Not Requiring Action**

L. **Adjournment**

**Annual Board Meeting:** Wednesday, September 8, 2021, Location TBD