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North Central District Health Department

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

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NORTH CENTRAL DISTRICT HEALTH DEPARTMENT
BOARD OF DIRECTORS
MINUTES OF REGULAR MONTHLY MEETING
Wednesday, May 10, 2023
East Windsor Town Hall
11 Rye Street
East Windsor, CT 06016

Members Present: Diane Wheelock, Chair, Val Romano, Fred Journalist, Dianne Trueb, Michael DellaVolpe, Brandon Jewell, Ben Rodriguez, William Meier, and Jason Walsh.

Members Absent: Maria Whelden, Dean Gousse, James Hoyne, Catherine Cannon, Dawn Maselek, Victor Mathieu, and Trish Vayda.

Also Present: George Sinnamon, Auditor, Patrice Sulik, Director of Health, and Tung Nguyen, Deputy Director of Health.

Call to Order/Determination of Quorum: The meeting was called to order by Diane Wheelock, Chair, at 6:04 PM after a quorum was determined.

Executive Session:

Ben Rodriguez made a **motion**, seconded by Fred Journalist to enter Executive Session to discuss Personnel Matters. The motion was amended to include inviting Patrice Sulik and Tung Nguyen into Executive Session. The motion carried unanimously.

The Board came out of Executive Session at 8:18 PM.

Director of Health Update: Update of Pending Business Items – (Provided in written form by the Director to the NCDHD Board.

Action on Consent Agenda:

1. None

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Committee Updates and Discussions - (Reports provided in written form for discussion - any action would follow in New Business)

1. Finance – Maria Whelden, Chair – Quarterly Financials
2. Short and Long-Term Planning – Ben Rodriguez, Chair
3. Capital Improvements – Chair is vacant
4. Personnel – William Meier, Chair

New Business

1. Review of FY2022 Audit with Auditor (George Sinnamon)
2. Request to utilize external grant writer for grant opportunity.
Dianne Trueb made a **motion**, seconded by Brandon Jewell to allow Administrative Funds from the IOPSSL grant to be utilized to fund an external grant writer for the Preventive Health Block Grant, not to exceed \$8,000.00. The motion carried unanimously.
3. Short Term Investment Funds-State of CT
Val Romano made a **motion**, seconded by Dianne Trueb to authorize the Director to open a STIF account to maximize interest earned while keeping the District's assets liquid.
The motion carried, with Walsh abstaining.

Adoption of Minutes

Ben Rodriguez made a **motion**, seconded by Fred Journalist, to waive the reading of the Minutes of the Special Meeting of the NCDHD Board on April 19, 2023, and that Minutes of said meetings be approved.
The motion carried with Bill Meier, Ben Rodriguez, and Val Romano abstaining.

Adjournment

There being no further business to discuss, a **motion** was made by Fred Journalist and seconded by Val Romano to adjourn. The motion carried unanimously, and the meeting was adjourned at 8:22 PM.

Respectfully submitted,

Patrice A. Sulik
Director of Health

Next Board Meeting: Wednesday, June 14, 2023, 06:00 PM, Suffield Fire Department, 73 Mountain Rd Suffield, CT.