

**WEST HARTFORD-BLOOMFIELD HEALTH DISTRICT
BOARD MEETING MINUTES
September 11, 2024**

I. CALL TO ORDER

The meeting was called to order at 9:30 AM

Members Present:, Seth Pitts, Rick Ledwith Joined 9:32 AM, Al Schwapp, Phyllis Hyman, Karen Harrington Joined 9:35 AM, Scott Aronson

WHBHD Staff Present: Aimee Krauss, Stephanie Ramriez

II. CHAIRPERSON'S REPORT

No Report.

III. DIRECTORS REPORT

Director Krauss gave a brief update on vaccination clinics for both flu and COVID-19. An update was provided on West Nile Virus and the collection site for CT Agricultural Station. Food licensing will be sent out in October. Director Krauss updated the board on a future training that DPH has created for local boards of health. WHBHD was called upon to share information on policies and insurance coverages. Director Krauss shared information on a bond that is required under CGS 19a 244 for local health directors. Director Krauss highlighted the Recovery Coach position and the possibility of the position being full time based upon the hours needed to complete the required work. Chairman Pitts asked about the renovation work that is occurring above the office and the parking. Director Krauss updated the board on the current situation. Town Manager Schwapp offered the Town Managers conference room and Room 5 at Bloomfield Town Hall for future meetings. Town Manager Schwapp asked about making the position FT and if funds were available, Director Krauss responded yes.

IV. APPROVAL OF THE JUNE 5, 2024 BOARD MEETING MINUTES

Chairman Pitts asked for a motion, Member Aronson made the motion, second by Member Hyman.

V. APPROVAL OF THE REVISED Final FY 23-24 Budget

Chairman Pitts asked Director Krauss to provide a summary of the revisions. Town Manager Schwapp asked why the budget presents as FY 23-24 vs FY 24-25. Director Krauss explained that this is a closeout budget ending June 30, 2024. Chairman Pitts asked for a motion, motion made by Member Hyman, second by Member Harrington.

VI. DISCUSSION ON MILEAGE AND MILITARY LEAVE POLICY

Director of Krauss provided an explanation of the change in the mileage and military leave policy. Director Krauss asked for board members to provide any feedback on both policies. Member Hyman asked for further clarification on additional vacation time. Director Krauss will send out the current policy. Director Krauss asked Town Manager Schwapp to provide feedback on the policy. Town Manager Schwapp asked if the District had the financial means to pay the employee for the paid time off. Member Harrington asked if the policy is like West Hartford's policy and what is the impact. Director Krauss will send out both policies. Member Hyman asked what other health district's do.

VII. WHBHD 2025 BOARD MEETING DATES

Chairman Pitts made a motion, second by Member Harrington.

VIII. AUTHORIZATION OF THE DIRECTOR OF HEALTH TO ACCEPT THE PER CAPITA APPLICATION FUNDING IN THE AMOUNT OF \$222,177.80

Director Krauss provided an explanation of the grant. Chairman Pitts asked for a motion, motion made Member Aronson, second by Member Harrington.

IX. OTHER BUSINESS

Chairman Pitts asked about what vaccines are available to the community this season. Member Harrington mentioned she saw the posting on the upcoming vaccination clinics.

X. ADJORNMENT

Chairman Pitts made a motion, second by Town Manager Schwapp. Meeting adjourned at 10:01 AM.