

**WEST HARTFORD-BLOOMFIELD HEALTH DISTRICT
BOARD MEETING MINUTES**

June 4, 2025

9:30AM

I. CALL TO ORDER

The meeting was called to order at 9:36 AM

Members Present: Rick Ledwith, Phyllis Hyman, Patty McQueen, Karen Harrington, Scott Aronson

WHBHD Staff Present: Aimee Krauss, Stephanie Ramirez, Chris Hansen,

II. CHAIRPERSON'S REPORT

No items to report.

III. DIRECTORS REPORT

Director Krauss provided the board with an update on several key matters:

- **Vacancies:** Director Krauss briefed the board on current staff vacancies at the health district and provided an update on a potential board member vacancy.
- **Measles Outbreak:** An update was provided regarding the ongoing measles outbreak. Director Krauss discussed the possibility of offering the Measles, Mumps, and Rubella (MMR) vaccine to residents if deemed necessary. Currently, Connecticut has no associated outbreaks or cases. Staff will continue to review the latest guidance issued by the Centers for Disease Control and Prevention (CDC) to inform any decisions.
- **Building Construction and Parking:** Discussions were held regarding potential leased space and locations for the district.
- **FDA Training:** Director Krauss provided an update on FDA training sessions being held in West Hartford for certified food inspectors. One session is scheduled for August and a second for November. The last such training held in Connecticut was also in West Hartford in 2022, at the request of the District. Thanks to the work of Assistant Director Hansen, the district will be moving forward with hosting these sessions for Connecticut.
- **Flu Clinics:** Director Krauss discussed the scheduling of flu clinics in member towns.
- **Upcoming Events:** Director Krauss highlighted several upcoming events, including the Cancer Prevention Fair being held in Bloomfield in July, Celebrate West Hartford this weekend, Juneteenth Day events for both towns, and various Farmer's Market events.
- **Medical Advisor:** Director Krauss provided an update on the current status of the medical advisor position and shared information about Dr. Ann Milanese.

IV. APPROVAL OF THE MARCH 11, 2024 BOARD MEETING

Vice Chairman Ledwith called for a motion to approve the minutes of the March 11, 2024 meeting. A motion to approve the minutes was made by Member Aronson, seconded by Member McQueen.

V. DISCUSSION OF THE REVISED FY25-26 BUDGET (B)

Director Krauss provided the board members with an update on the FY25-26 budget and reviewed the current status of grants that were issued under the Stop Work Order.

Director Krauss mentioned that all funds under the Immunization Grant have been sent, and thanks to the work of Stephanie Ramirez, the district is hoping to receive the funds by the end of June. It was determined to leave line items reflecting the cuts rather than remove them from the budget.

VI. AUTHORIZATION OF THE DIRECTOR OF HEALTH TO EXECUTE ANY AND ALL CONTRACTS OR AMENDMENT THEOF WITH THE STATE OF CONNECTICUT DEPARTMENT OF PUBLIC HEALTH ON BEHALF OF THE WHBHD.

Vice Chairman Ledwith called for a motion, motion made by Member Harrington, second by Member Hyman.

VII. AUTHORIZATION OF THE DIRECTOR OF HEALTH TO SIGN A CONTRACT WITH SINNAMON & ASSOCIATES

Director Krauss requested that this item by tabled under next year.

VIII. AUTHROIZATION OF THE DIRECTOR OF HEALTH TO SIGN A CONTRACT WITH DR. ANN MILANESE

Vice Chairman Ledwith called for a motion, motion made by Member Aronson, second by Member Harrington.

IX. OTHER BUSINESS

X. Adjournment
10:33 AM