



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, March 10, 2021

6:00 PM

Members Present: Diane Wheelock-Chairman, Fred Journalist, Ben Rodriguez, Trisha Vayda, Chris Abraham, Dawn Hunt, Catherine Cannon, Maria Whelden, Bill Meier, Dianne Trueb, Vic Mathieu,

Members Absent: Greg Stokes, Len Norton, Jason Walsh, Dawn Maselek, Matthew Maynard, Michele Kervick

Also, Present: Joe Muller and Cindy Mangini, Enfield Town Council Liaisons, John Petronella and Dave Pyers, Enfield Builders and Patrice Sulik, Director of Health

Call to Order/Determination of Quorum

Diane Wheelock convened the meeting at 6:01 PM after determining there was a quorum present.

Chairman's Report

Diane Wheelock reviewed a pension change that was needed to ensure that employees of all ages had to have five (5) years of service to be fully vested in the pension. The Director was asked to clarify the details of this change with Mike Roach, the pension consultant so that the change could be finalized.

Director of Health Update

Patrice reviewed updates with Board; focus on COVID-19 response efforts including vaccination and Ebola outbreaks in the Democratic Republic of Congo and Guinea.

Action on Consent Agenda

Committee Updates and Discussion

1. Finance – Maria Whelden, Chair-no update.
2. Short and Long-Term Planning – Ben Rodriguez, Chair-no update.
3. Capital Improvements – Chair is vacant.
4. Personnel – William Meier, Chair-update will occur under new business.

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New Business

1. John Petronella and Dave Pyers reviewed options for the HVAC replacement at the Health District Headquarters (31 North Main Street, Enfield). The cost is estimated to be between \$450,000 and \$475,000. The cost is due to work from almost every trade being involved with replacing the HVAC in the building. As the estimated cost for all of Phase 1 is approximately \$539,000, Maria Whelden and Dianne Trueb would like to see all of Phase 1 go forward as there are significant additional costs to break the full project into different phases. (Phase 1 includes HVAC replacement and the remodel of 2/3 of the downstairs of the building, which would provide a secure reception area for the agency).

Note: The upstairs of the building and 2/3 of the lower floor do not have functioning air conditioning; timing is critical to get the HVAC installed before the hot weather arrives.

The District currently has roughly \$1,800,000 in the bank, with \$1,390,000 liquid; the remainder is in CD's. The District's routine operational costs are roughly \$133,000 per month.

A motion was made by Maria Whelden and seconded by Dianne Trueb to move \$200,000 from the undesignated fund balance to the Capital Expense fund.

The motion carried unanimously.

Dave Pyers raised the issue about the Health District being subject to the Davis Bacon Act, which relates to prevailing wage. Patrice was asked to get a legal opinion on this prior to bidding, as the District is a quasi-governmental agency.

There was discussion regarding any additional steps the Board should take prior to undertaking this project. The benefits of having a Public Hearing prior to voting to move forward were discussed.

A motion was made by Bill Meier and seconded by Ben Rodriguez to authorize the Director to schedule and provide public notice of a Public Hearing to solicit public comment regarding Phase 1 of the proposed remodeling project.

The motion carried unanimously.

2. Utilization of Priority Urgent Care to expand vaccination resources. Discussion of costs.

The Health District has been working collaboratively with the Town of Vernon COVID vaccine program and Dr. Rampal (Priority Urgent Care) to increase vaccination resources in the jurisdiction and neighboring region. There is a significant benefit to the Health District being able to contract Dr. Rampal to provide clinics in the Health District's jurisdiction as Member-Town Leadership wants to ensure that there are local vaccination options for their constituents.

Patrice spoke about the value that would be added as the District is widespread geographically and working with Dr. Rampal could increase coverage throughout the District weekly. Cathy Cannon also spoke about how effective the additional clinics were for Stafford.

A motion was made by Diane Wheelock and seconded by Bill Meier to appropriate \$15,000 for the Health District to contract with Dr. Rampal, both for clinics going forward and retrospectively.

Once the \$15,000 budget is exceeded, the Director will make a new request from the Board.

The motion carried unanimously.

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Adoption of Minutes

A **motion** was made by Ben Rodriguez and seconded by Maria Whelden to waive the reading of the Minutes of the Special Meeting of the Board of February 10, 2021 and that Minutes of said meeting be approved. The motion carried unanimously.

Adjournment

There being no further business to discuss, a **motion** was made by Maria Whelden and seconded by Ben Rodriguez to adjourn. The motion carried unanimously, and the meeting adjourned at 8:01 PM.

Respectfully submitted,

Patrice A. Sulik
Director of Health

Next Board Meeting: Wednesday, April 14, 2021 - Location to be determined.