



# North Central District Health Department

- Enfield—31 North Main Street, Enfield, CT 06082 \* (860) 745-0383 Fax (860) 745-3188
- 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 (NCDHD)  
**Special Monthly Meeting**  
NCDHD Headquarters  
31 North Main Street, Enfield, Connecticut  
**Wednesday, October 11, 2017**  
**7:00 PM**

A. **Call to Order/Determination of Quorum**

B. **Executive Session**

The NCDHD Board of Directors, pursuant to the authority given in Connecticut General Statutes § 1-200(6) (B), hereby moves to go into Executive Session (N/A)

C. **Public Hearing** N/A

D. **Chairman's Report**

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.

- Grant to prevent opioid use
- Training/Cross-Training of Staff
- Written Procedures for the District
- IT Update
- Reaching out to Partners
- Monthly Environmental, Preparedness, Health Educator Reports  
**Attachment 1**
- Organizational Chart
- Updating of Job Descriptions
- Building Upgrade
- Parking Lot
- Pension Vesting Period
- Open ended leasing program for vehicles-Vic Mathieu
- Credit Card Payments

- Proposed Consolidation of Local Health Departments
- Food service inspection capacity
- Capacity Modeling
- Status of as-builts on website
- Calendar of Meeting Dates

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
2. Short and Long Term Planning – Ben Rodriguez, Chair - will provide update
3. Capital Improvements – Mary Ann Turner, Chair - no update
4. Personnel – Linda DeGray, Chair

H. **New Business**

1. Health Insurance Renewal-Jeff Knapp, Insurance Agent, will be present – **Attachments 2, 3 & 4**
2. **Motion:** The NCDHD Board of Directors approves the insurance plan as proposed (specify selection and details) for the contract year beginning December 1, 2017.
3. Salary Study for Health District.
4. Population Estimates for 2018-2019 for Budget Use – **Attachment 5**

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

J. **Informational Items**

K. **Adoption of Minutes**

The NCDHD Board of Directors waives the reading of the Minutes of the Regular Meeting of the NCDHD Board on September 13, 2017 and that Minutes of said meeting be approved. **Attachment 6**

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

M. **Adjournment**

**Next Board Meeting:** Wednesday, November 8, 2017, Vernon Conference Room, 375 Hartford Turnpike, Vernon, Connecticut