



**Board of Directors Meeting**  
**Wednesday, May 8, 2019**  
**Uncas Health District Office, 401 West Thames St., Norwich**  
**6:00 PM**

**I. Roll Call:**

- a. **Present:** Gary Allyn (Montville), Frank Jacaruso (Norwich), Lillian Rafeldt (Voluntown), Damian Rickard (Lisbon), Deb Schober (Montville), William Warzecha (Norwich), Keith Wentworth (Lebanon)
- b. **Absent:** Dr. Michael Betten (Bozrah), John Faulise Jr. (Griswold), Kevin Lyden (Salem), Dr. Elizabeth Osga (Griswold), Claude Pellegrino (Sprague), Thomas Craney (Franklin)
- c. Vacant: 2 Norwich representatives

No quorum for today's meeting, but those present decided to move forward with presentation by HRiA.

**II. Audience of Citizens:** No citizens present

**III. Presentation:**

- a. Deb from HRiA provided a presentation regarding the Board Survey that was conducted in March 2019. Presentation and survey results attached. During the presentation there was discussion generated regarding the outcome of the survey. Overall, the board was pleased with the findings. There was discussion about the funding source for HRiA's work on the accreditation process. Patrick reminded the board that the funding was through a block grant from CT DPH and the fee for this year was \$25,000. He also pointed out that this is the first survey of its kind done with the UHD board and that it will help provide a baseline as we move further into the accreditation process.

Deb from HRiA pointed out that the survey questions are selected from a standardized set of questions that have been used across the country and help to reflect best practices for boards. She also pointed out that even if UHD does not decide to move forward with the PHAB accreditation, the work being done will help make UHD more efficient and effective in our delivery of services and internal operations. It was noted that there is a more detailed "on-boarding" presentation available from Patrick should there be new board members appointed to assist with getting them "up to speed" on the accreditation process.

Patrick mentioned that there has been consideration to adding a Board Member Portal to the UHD website to help keep items in an easily accessible location for board members, when trying to look something up for reference. He also

mentioned the role of the ECHC in assisting with the accreditation process. Hospitals have access to more real-time data that is valuable to local health when informing programmatic considerations and services. It is also helpful that the hospital's CHA requirements will be more closely aligned with UHD CHA process. There will be a mutual sharing of data across the two entities that will benefit both parties.

Mr. Wentworth asked about how the data is collected for the CHA. Patrick explained that the hospitals have access to CHIME data that is hospital specific. Other data sources include BRFSS surveys and some cold-calling surveys. Patrick pointed out that often census data is outdated (last census was 2010) so sources such as Data Haven and the other surveys provide more real-time data, that better informs the CHIP. Patrick also pointed out that the CHA, when repeated can help determine if strategies implemented in the CHIP have had an impact or "moved the needle" on the identified issue.

Mr. Warzecha commented that the results related to the board's trust in Patrick as the DOH highlights a concern about having a succession plan. There is currently nobody in UHD staff that would be qualified to assume the role of DOH should Patrick decide to accept another position. Patrick mentioned that there are MOUs in place with other neighboring health districts for coverage.

There was also some discussion about how the board should be reflective of the community it serves. Patrick pointed out that our district has evolved over time with the addition of more rural towns so that we now cover, urban, suburban and rural communities that each come with their unique needs. It was identified that we have representation from public safety, nursing, community members, town officials and members of the business community. We still have 2 vacant positions for Norwich that need to be filled.

Board members agreed that it is a commitment as a volunteer to serve on the board, and perhaps we could form subcommittees to assist with some of the items that the board has to tackle. Since the board meets bi-monthly, it is difficult to get through a full agenda, and if a quorum is not reached, then it becomes more burdensome at subsequent meetings. There was also a suggestion that perhaps the board meet with each of the Town Selectmen of our municipalities at least once per year to have an open conversation about their perception of how the UHD is meeting the needs of their community. The question was also posed as to whether it would be beneficial to have board members from CT Local Health Districts meet once per year to share best practices or other helpful information. Mr. Warzecha also mentioned that perhaps it was time to increase the expectations of the Chairman of the board.

The board thanked Deb for her presentation and will consider next steps.

- IV. Approval of Minutes: Since there was no quorum, the approval has been tabled until next meeting.
- V. Communications: No specific communications at this time
- VI. Committees: Finance Committee did not meet.

**VII. Management Reports**

- a. Director of Health Report: Patrick review his report with the board. Gary Allyn asked Patrick to discuss Allison's presentation regarding the CT Virtual Operations Support Team (CT VOST) and its role in crowd-sourcing. Patrick shared that the CT VOST was unique to CT and is managed through our regional Medical Reserve Corps (MRC) for which UHD serves as the lead in Region 4. He provided some examples of how and where the team has been used since it was formed. Sue shared her experience as a member of the team.
  - b. Environmental Health Report: Not reviewed
  - c. Public Health Nurse report: Not reviewed
- VIII. **New Business** – not discussed  
IX. **Old Business** – not discussed  
X. **Other** – nothing to report  
XI. **Next Meeting**: July 10, 2019

Due to no quorum meeting concluded at 7:15 PM

Respectfully submitted,

Susan H Dubb RN, B.S.