



**Board of Directors Meeting  
Wednesday, January 8, 2020  
Uncas Health District Office, 401 West Thames St., Norwich  
6:00 PM**

**I. Roll Call:**

- a. **Present:** Frank Jacaruso (Norwich), Damian Rickard (Lisbon), Dr. Michael Betten (Bozrah), John Faulise Jr. – Chairman (Griswold), Lillian Rafeldt (Voluntown) via phone, Keith Wentworth (Lebanon), Kevin Lyden (Salem), Dr. Elizabeth Osga (Griswold)
- b. **Absent:** Thomas Craney (Franklin), Gary Allyn (Montville), Deb Schober (Montville), Sandra Allyn-Gauthier (Preston)
- c. **Vacant:** 3 Norwich representatives and 1 Sprague representative

**II. Audience of Citizens:** Gerald Stefon attended the meeting. He is awaiting appointment to represent Town of Sprague on the Board.

**III. Approval of Minutes:** The minutes for the December 11, 2019 meeting were approved by Dr. Michael Betten, seconded by Betty Osga. 6 voted in Favor, 2 abstained (K. Wentworth & L Rafeldt). Motion Passed.

**IV. Communications:** None

**V. Committees:** Finance Committee did not meet. The Board looked over the report for July – December 2019. The budget vs actual report had nothing to take action on at this time.

**VI. Management Reports**

- a. **Director of Health Report:** The report was provided to the Board and reviewed by the Director
- b. **Environmental Health Report:** The report was reviewed with no questions
- c. **Public Health Nurse report:** No report was submitted

**VII. New Business**

- a. **Survey Results for Board meeting times / days/ frequency:** The results from the survey was reviewed. 41.67% voted to move meeting time to 2-4pm and 60% would like to keep on Wednesday. A meeting time of 4:45pm or 5:00pm for a change was suggested. Another survey will be sent out to find out if changing the meeting to a different Wednesday in the month would provide better attendance. The results of this survey and time of meeting with the possibility of

alternating days/times will be reviewed at the next Board Meeting which will be held on scheduled day and time.

- b. **Subcommittees:** A motion was made by Keith Wentworth and seconded by Damian Rickard to add this item to the agenda
  - i. Finance Committee: There was discussion about reviewing the Finance Committee and its members. There will be no Finance Committee meeting on March 11<sup>th</sup>.
  - ii. HR Committee: An Ad Hoc committee was developed to review UHD current salary and benefit structure. This committee will consist of Lillian Rafeldt, Betty Osga and Keith Wentworth. Betty will reach out for materials needed and a meeting will be set prior to the March 11<sup>th</sup> Board of Directors Meeting.

VIII. **Old Business –**

- a. **PHAB Update:** TABLED – There will nothing new to report as the Accreditation process has been put on hold. This item will be removed from Agenda and until at such time the process is started back up.
- b. **Board of Director bylaws:** TABLED

IX. **Other –** nothing to report

X. **Next Meeting:** March 11, 2020

meeting adjourned at 7:34 pm

Respectfully submitted,

Laura Boudah