



**Board of Directors Meeting  
Wednesday, February 8, 2023  
5:00 PM**

**I. Roll Call:**

- a. **Present:** John Faulise Jr. – Chairman (Griswold), Gary Allyn (Montville), Lillian Rafeldt (Voluntown), Thomas Craney (Franklin), Kevin Lyden (Salem), Dr. Jose-Michael Gonzalez (Norwich), Keith Wentworth (Lebanon), Dr. Elizabeth Osga (Griswold), Pam Aubin (Norwich), Damian Rickard (Lisbon), Maria Gladue (Sprague), Deb Schober (Montville), Nancy Renshaw (Bozrah), Frank Jacaruso (Norwich), Patrick McCormack, Director of Health
- b. **Absent:** Sandra Allyn-Gauthier (Preston) and Rebecca Melucci (Norwich)

The meeting was called to order at 5:02 PM.

**II. Audience of Citizens:**

- a. No members of the public were present.

**III. Communications:**

- a. The Director of Health reported on two communications. The first communication was from the State of Connecticut recognizing the Uncas Health District in celebration of National Public Health Workers Day on November 21, 2022. The second communication was from Paul Rabeuf of Hartford Healthcare expressing appreciation for the Director of Health and Emergency Preparedness Coordinator attending FEMA Hospital Emergency Response Training at Backus Hospital.

**IV. Committees:**

- a. Finance Committee: Kevin Lyden provided an update. He provided an update on the current account balance and noted the March Board of Directors meeting will include the FY2024 budget hearing. It was also noted that a bookkeeper was engaged to address the transition to QuickBooks online and the finance committee supports exploring a more formal relationship with the bookkeeper for a suggested 10 hours every 2 months.
- b. HR Subcommittee: Betty Osga provided the update. The committee has been reviewing the current personnel policies and agrees with the Director of Health that there is a need to revise and update the policies. The options to address the policies include using a template, hiring a contractor or doing the bulk of the work amongst the committee. Betty Osga and Pam Aubin volunteered to begin looking at a template to begin the process.

**V. Management Reports**

**a. Director of Health Report:**

- a. The Director of Health reviewed the written report provided. The date will be revised at the top of the report to reflect the correct date of 2023.

**b. Environmental Health Report:**

- a. Written report provided. There were no questions.

c. **Public Health Nurse report:**

- a. Written report provided. There were no questions.

VI. **New Business:**

- a. The Board Chairman, John Faulise provided an update on the recent Director of Health performance evaluation and recommended to the full Board of Directors a request to the Commissioner of Public Health for a 3-year re-appointment. All in favor. Motion passed unanimously.

- VII. **Old Business:** The meeting minutes for the November 7, 2022 Board of Directors meeting will need to be included in the agenda for the March 8, 2023 meeting. The approval of minutes was not included in the agenda for the February 2023 meeting.

VIII. **Other:**

- a. None

- IX. **Next Meeting:** March 8, 2023 5:00 pm (virtual/in-person)

Motion to adjourn 6:15 pm. All in favor.

Respectfully submitted,

*Patrick McCormack*