



Public Health
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PLAINVILLE-SOUTHINGTON REGIONAL HEALTH DISTRICT

Serving the communities of Middlefield, Plainville and Southington

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SUSAN BENCIVENGA LONCZAK MPH, RS, DIRECTOR OF HEALTH



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BOARD OF HEALTH MEETING MINUTES MUNICIPAL BUILDING CONFERENCE ROOM AND PHONE **April 14, 2022**

Ms. Politis called the public hearing to order 5:03 pm.

Public Hearing:

Discussion regarding the proposed fee schedule to take effect July 1, 2022.

No one from the public attended. Public comment was received via email received regarding daycare rates, concerns discussed amongst the board. Ms. Politis moved to close the public hearing at 5:10 pm. Mr. Sciota seconded the motion.

Regular Meeting:

Call to order at 5:10 pm.

Ms. Politis called the meeting to order at 5:10 pm.

Present: Board Members – Mr. John Barry, Ms. Anne Maire Conaty, Mr. Robert Lee
Ms. Charlotte Politis, Mr. Mark Sciota, Mr. Robert Yamartino, Mr. Joseph Marino (by phone)
Staff – Ms. Susan Lonczak

Absent: Mr. Elliott Colasanto

Approval of minutes – Motion made to approve minutes from February 24, 2022 meeting. Motion carried.

Report by the Director of Health.

COVID Update: – Ms. Lonczak discussed current town rates, Southington – 9.5 per 100,000 people, Plainville – 9.8 per 100,000 and Middlefield – Less than 5 per 100,000 people.

Hartford Health Care is scheduling additional boosters directly with Senior Centers. DPH contracted providers are providing vaccines to the homebound community.

PPE stockpile has been dispersed and consolidated.

Budget: – Proposed budget presented, Mr. Barry noted that the budget is higher than last year, Ms. Lonczak noted that is due to increase in grant funded staff and health insurance. Mr. Lee asked for the actuals for the 2020-2021 and 2021-2022 fiscal years, Ms. Lonczak stated that for the last two year, the budget information was not put into QuickBooks. Modifications will be made to the coding and budget allocation features by Ms. Bennett and the Bookkeeper prior to July 1, 2022 to accommodate accurate monitoring of expenses. Ms. Lonczak also stated that the Auditor for PSHD, Mr. Sinnamon, will be invited to attend the June meeting to discuss last year’s audit.

Motion to approve the proposed budget by Mr. Barry, Mr. Sciota seconded the motion, motion carried.

Proposed fee schedule for July 1, 2022 was presented, Mr. Sciota made a motion to approve, Mr. Lee seconded the motion, motion carried.

ELC2: – Application was submitted on March 1, 2022. Creation of two new positions, one part-time Public Nurse and one full-time Community Health Coordinator. The Grant runs for three years, through 2024 and the goal would be to keep these positions after funding has expired. There may be additional grants available to fund these two positions.

State Per Capita is \$.85 higher this year to \$2.60 compared to \$1.85 last year.

Office Update:

As of the end of March, the office is fully staffed with the addition of a Chief Sanitarian – Ms. Tanielle Davis and a Registered Sanitarian – Ms. Julia Burdacki-Krugel. Ms. Lonczak is working on submitting paperwork to the DPH for approval for the Acting Director in her absence.

Mr. Sciota mentioned satellite offices, Ms. Lonczak stated that this would allow more accessibility to the towns.

Ms. Davis is working on creating a tracking sheet for environmental inspections. The environmental report will be provided for next board meeting and going forward. Mr. Lee asked if there is a checklist regarding how they inspect. Ms. Lonczak stated there are differences and the Ms. Davis coordinated the food program in Farmington. Ms. Davis is conducting weekly sanitarian meetings and everyone knows the expectations.

There has been an uptick in complaints, septic installs/repairs and new businesses. Food inspections have increased and pool opening inspections will begin in May.

File maker data base upgrade will be started for the July 1, 2022 Fiscal Year.

Mr. Barry inquired about vehicles, Ms. Lonczak stated that she is creating a memo and that staff are responsible for upkeep. Currently there are four cars and one truck, there are no plans to add to the fleet at this time.

Union contract negotiations are coming up for July 1, 2022. Ms. Lonczak is working with labor attorney. Mr. Sciota, Ms. Conaty and Mr. Marino have agreed to be on the negotiation committee.

Motion made to close the meeting by Mr. Sciota at 6:10 p.m. Mr. Barry seconded the motion.

Next Meeting: June 9, 2022.

Respectfully submitted,

Ms. Lisa Bennett